

Regular City Council Meeting
Mountain Lake City Hall
Monday, January 6, 2020
6:30 p.m.

AGENDA

1. Meeting Called to Order *Additional information on agenda item is attached or at City Hall
2. Approval of Agenda and Consent Agenda
 - a. Bills: Checks #23192 – 23258, 644E – 649E (1-7)
 - b. Payroll: Checks #65056 – 65113
 - c. Approve December 5, 2019 Utilities Commission Minutes (8-9)
 - d. Approve December 17, 2019 City Council Minutes (10-13)
3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern or provide comments to the Council.
4. Street Department Report – Rick Oeltjenbruns, Street Superintendent
5. Mountain Lake Municipal Utilities
 - a. Review – Electric Rate Study by Missouri River Energy Resources (14-40)
 - b. Discussion/Action – Approve 2020 Electric, Water, & Wastewater Rates (41-42)
6. 2020 Organizational Items
 - a. Discussion/Action – Approve 2020 Designations and Appointments (43-47)
 - b. Discussion/Action – Approve Resolution #1-20 Minimum General Fund Balance and Assignment of General Funds (48)
 - c. Discussion/Action – Adopt Investment Policy (49-52)
 - d. Discussion/Action – Ordinance #1-20 – Establishing Rates, Fees, and Administrative Fines (53-58)
 - e. Discussion/Action – Approve Data Request Policies (59-73)
 - f. Review – 2019 Building Permit Summary (74)
 - g. Review – Seniority List as of 1/1/20 (75)
 - h. Review – 2020 LMCIT Property/Casualty Dividend (76-78)
7. Second Reading – Ordinance #2-20 Amending Section 8.01 Public Protection, Crimes, and Offenses (79-83)
8. City Attorney
9. City Administrator
10. City Personnel Issue – (meeting must be closed as required in MN Statutes 13D.05 Subd. 2(b))
11. Land Negotiations of Parcel ID 11.028.0200 – (meeting may be closed as allowed in MN Statutes 13D.05 Subd. 3(c)).
12. Adjourn

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December 2019 to January 2020

January 6, 2019
mtg
23192 - 23258
644E - 649E

			Check Amt	Invoice	Comment
10100 United Prairie					
Paid Chk#	023192	12/12/2019	BIKE RENTAL		
R 101-00000-36200	Miscellaneous Revenues		\$1,000.00		MONEY FROM APEX FOR ACTIVE LIVING
	Total BIKE RENTAL		\$1,000.00		
Paid Chk#	023193	12/17/2019	CRYSTEEL TRUCK EQUIPMENT		
E 101-43100-540	Heavy Machinery		\$19,350.00	L30386	BOX FOR #17
	Total CRYSTEEL TRUCK EQUIPMENT		\$19,350.00		
Paid Chk#	023194	12/17/2019	MOUNTAIN POWER HYDRAULICS		
E 341-47000-300	Professional Svcs		\$24,374.98		2ND HALF TIF
	Total MOUNTAIN POWER HYDRAULICS		\$24,374.98		
Paid Chk#	023195	12/17/2019	COMMUNITY ASSET DEVELOP GROUP		
E 342-47000-300	Professional Svcs		\$13,589.56		2ND HALF TIF
	Total COMMUNITY ASSET DEVELOP GROUP		\$13,589.56		
Paid Chk#	023196	12/17/2019	PINEBROOK		
E 360-47000-300	Professional Svcs		\$4,117.91		2ND HALF TIF
	Total PINEBROOK		\$4,117.91		
Paid Chk#	023197	12/17/2019	JAND DEVELOPMENT		
E 470-49000-300	Professional Svcs		\$5,412.38		2ND HALF TIF
	Total JAND DEVELOPMENT		\$5,412.38		
Paid Chk#	023198	12/17/2019	MIDWAY AUTO BODY & GLASS		
E 231-42154-404	Repairs/Maint Machinery/Equip		\$139.30	3333	AMB-WORK ON BACK DOOR PANEL
	Total MIDWAY AUTO BODY & GLASS		\$139.30		
Paid Chk#	023199	12/17/2019	MUNICIPAL UTILITIES		
R 101-00000-31000	General Property Taxes		(\$33.02)		22112-PRIVATE LINE SEWER ASSESSMENTS
R 101-00000-31000	General Property Taxes		\$2,811.69		22126--PRIVATE LINE SEWER ASSESSMENTS
	Total MUNICIPAL UTILITIES		\$2,778.67		
Paid Chk#	023200	12/17/2019	MUNICIPAL UTILITIES		
R 101-00000-31000	General Property Taxes		\$8,461.53		22123-PRIVATE LINE SEWER ASSESSMENT
	Total MUNICIPAL UTILITIES		\$8,461.53		
Paid Chk#	023201	12/17/2019	MUNICIPAL UTILITIES		
R 101-00000-31000	General Property Taxes		\$2,601.29		22018--UTILITY BILLS ASSESSED
	Total MUNICIPAL UTILITIES		\$2,601.29		
Paid Chk#	023202	12/19/2019	AFLAC		
G 101-21713	AFLAC		\$280.78		
	Total AFLAC		\$280.78		
Paid Chk#	023203	12/19/2019	AFSCME COUNCIL 65		
G 101-21707	Union Dues		\$157.86		
	Total AFSCME COUNCIL 65		\$157.86		
Paid Chk#	023204	12/19/2019	COMMISSIONER OF REVENUE		
G 101-21702	State Withholding		\$900.94		
	Total COMMISSIONER OF REVENUE		\$900.94		
Paid Chk#	023205	12/19/2019	FURTHER/SELECT		
G 101-21714	HSA		\$160.00		

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December 2019 to January 2020

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Total FURTHER/SELECT			\$160.00		
Paid Chk#	023206	12/19/2019	GISLASON & HUNTER		
G 101-21712	Garnishments		<u>\$413.02</u>		
Total GISLASON & HUNTER			\$413.02		
Paid Chk#	023207	12/19/2019	INTERNAL REVENUE SERVICE		
G 101-21701	Federal Withholding		<u>\$1,876.98</u>		
G 101-21703	FICA Tax Withholding		<u>\$3,019.86</u>		
Total INTERNAL REVENUE SERVICE			\$4,896.84		
Paid Chk#	023208	12/19/2019	PERA		
G 101-21704	PERA		<u>\$5,045.43</u>		
Total PERA			\$5,045.43		
Paid Chk#	023209	12/19/2019	SW/WC SERVICE COOPERATIVES		
G 101-21708	Employee Paid Health Insurance		<u>\$2,705.38</u>		
Total SW/WC SERVICE COOPERATIVES			\$2,705.38		
Paid Chk#	023210	12/19/2019	VALIC		
G 101-21705	VALIC		<u>\$263.00</u>		
Total VALIC			\$263.00		
Paid Chk#	023212	12/20/2019	INTERNAL REVENUE SERVICE		
G 101-21701	Federal Withholding		<u>\$20.00</u>		
G 101-21703	FICA Tax Withholding		<u>\$1,303.66</u>		
Total INTERNAL REVENUE SERVICE			\$1,323.66		
Paid Chk#	023213	12/20/2019	BIKE RENTAL		
R 101-00000-36200	Miscellaneous Revenues		<u>\$1,000.00</u>		MONEY FROM APEX-ACTIVE LIVING
Total BIKE RENTAL			\$1,000.00		
Paid Chk#	023214	1/2/2020	AFLAC		
G 101-21713	AFLAC		<u>\$280.78</u>		
Total AFLAC			\$280.78		
Paid Chk#	023215	1/2/2020	COMMISSIONER OF REVENUE		
G 101-21702	State Withholding		<u>\$876.74</u>		
Total COMMISSIONER OF REVENUE			\$876.74		
Paid Chk#	023216	1/2/2020	FURTHER/SELECT		
G 101-21714	HSA		<u>\$845.86</u>		
Total FURTHER/SELECT			\$845.86		
Paid Chk#	023217	1/2/2020	GISLASON & HUNTER		
G 101-21712	Garnishments		<u>\$413.02</u>		
Total GISLASON & HUNTER			\$413.02		
Paid Chk#	023218	1/2/2020	INTERNAL REVENUE SERVICE		
G 101-21701	Federal Withholding		<u>\$1,790.97</u>		
G 101-21703	FICA Tax Withholding		<u>\$2,788.28</u>		
Total INTERNAL REVENUE SERVICE			\$4,579.25		
Paid Chk#	023219	1/2/2020	LAW ENFORCEMENT LABOR SERV		
G 101-21711	PD UNION DUES		<u>\$186.00</u>		
Total LAW ENFORCEMENT LABOR SERV			\$186.00		

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December 2019 to January 2020

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Paid Chk# 023220	1/2/2020	PERA			
G 101-21704	PERA		\$5,125.28		
	Total PERA		\$5,125.28		
Paid Chk# 023221	1/2/2020	VALIC			
G 101-21705	VALIC		\$263.00		
	Total VALIC		\$263.00		
Paid Chk# 023222	1/3/2020	MINNESOTA DEPARTMENT OF AGRIC			
E 101-43100-433	Dues and Subscriptions		\$10.00		WEED LICENSE RICK
	Total MINNESOTA DEPARTMENT OF AGRIC		\$10.00		
Paid Chk# 023223	1/3/2020	MINNESOTA DEPARTMENT OF AGRIC			
E 101-43100-433	Dues and Subscriptions		\$10.00		WEED LICENSE DARON
	Total MINNESOTA DEPARTMENT OF AGRIC		\$10.00		
Paid Chk# 023224	1/3/2020	MINNESOTA DEPARTMENT OF AGRIC			
E 101-45200-433	Dues and Subscriptions		\$10.00		WEED LICENSE STEVE
	Total MINNESOTA DEPARTMENT OF AGRIC		\$10.00		
Paid Chk# 023225	1/3/2020	MINNESOTA MUTUAL LIFE			
E 101-42100-135	Employer Paid Other		\$1.70		JAN BRIAN LUNZ LIFE INSURANCE
E 101-42100-134	Employer Paid Life		\$5.10		JAN LIFE INS-POLICE DEPT
E 211-45500-134	Employer Paid Life		\$1.70		JAN LIFE INS-LIBRARY
E 101-43100-134	Employer Paid Life		\$3.06		JAN LIFE INS-ST DEPT
E 101-41400-134	Employer Paid Life		\$3.40		JAN LIFE INS-OFFICE
E 101-45200-134	Employer Paid Life		\$1.02		JAN LIFE INS-PARKS DEPT
E 101-46200-134	Employer Paid Life		\$1.02		JAN LIFE INS-CEMETERY
E 205-46500-134	Employer Paid Life		\$1.70		JAN LIFE INS-EDA ROB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$29.30		JAN LIFE INS-ROBB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$10.90		JAN LIFE INS-DARON FRIESEN
G 101-21706	Hospitalization/Medical Ins		\$12.00		JAN LIFE INS-STEVE PETERS
	Total MINNESOTA MUTUAL LIFE		\$70.90		
Paid Chk# 023226	1/3/2020	MINNESOTA STATE FIRE DEPT ASSO			
E 221-42200-433	Dues and Subscriptions		\$225.00		2020 FIRE DEPT MEMBERSHIP DUES
	Total MINNESOTA STATE FIRE DEPT ASSO		\$225.00		
Paid Chk# 023227	1/3/2020	MOUNTAIN LAKE TOWNSHIP			
E 485-46300-354	Real Estate Taxes		\$500.00		2020 COMPENSATION FOR COMMERICAL PARK
	Total MOUNTAIN LAKE TOWNSHIP		\$500.00		
Paid Chk# 023228	1/3/2020	MUSKE, MUSKE, SURHOFF			
G 101-15506	PREPAID-LEGAL FEES		\$1,400.00		JANUARY LEGAL RETAINER
	Total MUSKE, MUSKE, SURHOFF		\$1,400.00		
Paid Chk# 023229	1/3/2020	NORTHLAND TRUST SERVICES			
E 385-47000-602	Other Long-Term Oblig Princ al		\$65,000.00		COMM PARK PRINC
E 385-47000-611	Bond Interest		\$38,382.50		COMM PARK INT
E 385-43160-602	Other Long-Term Oblig Princ al		\$20,000.00		ST LITE PRINC
E 385-43160-611	Bond Interest		\$2,310.00		ST LITE INT
	Total NORTHLAND TRUST SERVICES		\$125,692.50		
Paid Chk# 023230	1/3/2020	NORTHLAND TRUST SERVICES			
E 307-47000-602	Other Long-Term Oblig Princ al		\$60,000.00		BOND PRINCIPAL
E 307-47000-611	Bond Interest		\$555.00		BOND INTEREST

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December 2019 to January 2020

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E 332-47000-607	Principal		\$2,444.40		BOND PRINCIPAL
Total	NORTHLAND TRUST SERVICES		\$62,999.40		
Paid Chk# 023231	1/3/2020	NORTHLAND TRUST SERVICES			
E 308-47000-602	Other Long-Term Oblig Princ al		\$100,050.00		BOND PRINCIPAL
E 308-47000-611	Bond Interest		\$4,253.84		BOND INTEREST
Total	NORTHLAND TRUST SERVICES		\$104,303.84		
Paid Chk# 023232	1/3/2020	NORTHLAND TRUST SERVICES			
E 361-47000-602	Other Long-Term Oblig Princ al		\$21,000.00		BOND PRINCIPAL
E 361-47000-611	Bond Interest		\$5,787.00		BOND INTEREST
Total	NORTHLAND TRUST SERVICES		\$26,787.00		
Paid Chk# 023233	1/3/2020	NORTHLAND TRUST SERVICES			
E 303-47000-602	Other Long-Term Oblig Princ al		\$85,000.00		POPD KERNS PRINC & INTEREST
E 303-47000-611	Bond Interest		\$22,606.25		POPD KERNS PRINC & INTEREST
Total	NORTHLAND TRUST SERVICES		\$107,606.25		
Paid Chk# 023234	1/3/2020	NORTHLAND TRUST SERVICES			
E 341-47000-602	Other Long-Term Oblig Princ al		\$130,000.00		MT POWER PRINC & INTEREST
E 341-47000-300	Professional Svcs		\$31,465.00		MT POWER PRINC & INTEREST
Total	NORTHLAND TRUST SERVICES		\$161,465.00		
Paid Chk# 023235	1/3/2020	NORTHLAND TRUST SERVICES			
E 342-47000-601	Bond Principal		\$25,000.00		LODGE PRINC & INTEREST
E 342-47000-610	Interest		\$15,573.75		LODGE PRINC & INTEREST
Total	NORTHLAND TRUST SERVICES		\$40,573.75		
Paid Chk# 023236	1/3/2020	NORTHLAND TRUST SERVICES			
E 608-46330-602	Other Long-Term Oblig Princ al		\$20,000.00		PRINCIPAL 8 PLEX
E 608-46330-610	Interest		\$4,058.75		INTEREST 8 PLEX
E 607-46330-602	Other Long-Term Oblig Princ al		\$15,000.00		PRINCIPAL 4 PLEX
E 607-46330-610	Interest		\$1,245.00		INTEREST 4 PLEX
E 608-47000-620	Fiscal Agent s Fees		\$247.50		FISCAL AGENT FEES
E 607-47000-620	Fiscal Agent s Fees		\$247.50		FISCAL AGENT FEES
Total	NORTHLAND TRUST SERVICES		\$40,798.75		
Paid Chk# 023237	12/31/2019	AMAZON			
E 211-45500-590	Capital Outlay Books		\$36.96		LIBRARY BOOKS
E 211-45500-592	A.V. Materials		\$64.90		LIBRARY AV
Total	AMAZON		\$101.86		
Paid Chk# 023238	12/31/2019	CASEYS BUSINESS MASTERCARD			
E 101-42100-212	Motor Fuels		\$779.53		PD GAS
E 101-43100-212	Motor Fuels		\$440.34		ST DEPT GAS
E 205-46500-430	Miscellaneous		\$14.95	12/9/19	EDA-LUNCH
Total	CASEYS BUSINESS MASTERCARD		\$1,234.82		
Paid Chk# 023239	12/31/2019	EMERGENCY MED SERV REG BOARD			
E 231-42154-210	Operating Supplies		\$112.00	583813	AMB MN STAR FORMS
Total	EMERGENCY MED SERV REG BOARD		\$112.00		
Paid Chk# 023240	12/31/2019	FRONTIER			
E 101-41400-321	Telephone		\$152.24		CITY HALL PHONE-427-2999
E 101-42100-321	Telephone		\$196.74		POLICE DEPT PHONE-427-3403
E 101-43100-321	Telephone		\$67.35		STREET DEPT PHONE-427-2997
E 101-45186-321	Telephone		\$66.18		SR CTR PHONE-427-2151

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December 2019 to January 2020

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E 205-46500-321	Telephone		\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430	Miscellaneous		\$85.49		UT-PHONE
Total FRONTIER			\$605.50		
Paid Chk# 023241	12/31/2019	FRONTIER			
E 211-45500-321	Telephone		\$68.40		LIBRARY PHONE 507-427-2506
Total FRONTIER			\$68.40		
Paid Chk# 023242	12/31/2019	GALLS			
E 101-42100-205	Uniforms		\$1,253.91	014458542	PD VEST FOR JON BECK
Total GALLS			\$1,253.91		
Paid Chk# 023243	12/31/2019	GREATAMERICA FINANCIAL SVCS			
E 101-00000-430	Miscellaneous		\$8.43		CHAMBER-MONTHLY COLOR COPY MACHINE LEASE
E 101-41400-200	Office Supplies		\$26.35		OFFICE-MONTHLY COLOR COPY MACHINE LEASE
E 101-42100-200	Office Supplies		\$8.78		PD-MONTHLY COLOR COPY MACHINE LEASE
E 101-00000-430	Miscellaneous		\$91.31		UT-MONTHLY COLOR COPY MACHINE LEASE
E 205-46500-200	Office Supplies		\$5.62		EDA-MONTHLY COLOR COPY MACHINE LEASE
Total GREATAMERICA FINANCIAL SVCS			\$140.49		
Paid Chk# 023244	12/31/2019	INDOFF INCORPORATED			
E 211-45500-200	Office Supplies		\$112.51		LIBRARY OFFICE SUPPLIES
Total INDOFF INCORPORATED			\$112.51		
Paid Chk# 023245	12/31/2019	MAYNARDS FOOD CENTER			
E 101-43100-200	Office Supplies		\$27.98	12/11/19	ST DEPT-PAPER TOWELS
E 101-41400-200	Office Supplies		\$7.00	12/13/19	PAPER TOWELS-CITY HALL
Total MAYNARDS FOOD CENTER			\$34.98		
Paid Chk# 023246	12/31/2019	MINNESOTA ENERGY RESOURCE CORP			
E 101-41400-383	Gas Utilities		\$305.13		CITY HALL GAS-ACCT#0505387558
E 221-42200-383	Gas Utilities		\$375.20		FIRE DEPT PORTION OF FIREHALL GAS-ACCT#0507634940
E 231-42154-383	Gas Utilities		\$184.80		AMB PORTION OF FIREHALL GAS-ACCT#0507634940
E 101-43100-383	Gas Utilities		\$627.97		STREET GARAGE GAS-ACCT#0503270939
E 211-45500-383	Gas Utilities		\$209.25		LIBRARY GAS-ACCT#0502593301
E 101-45186-383	Gas Utilities		\$230.64		COMM CTR GAS-ACCT#0504742031
al MINNESOTA ENERGY RESOURCE CORP			\$1,932.99		
Paid Chk# 023247	12/31/2019	MUNICIPAL UTILITIES			
E 101-00000-361	General Liability Ins		\$819.46		ELEC-PROP & CAS DIVIDEND
E 101-00000-361	General Liability Ins		\$210.40		WATER-PROP & CAS DIVIDEND
E 101-00000-361	General Liability Ins		\$77.52		SEWER-PROP & CAS DIVIDEND
Total MUNICIPAL UTILITIES			\$1,107.38		
Paid Chk# 023248	12/31/2019	MUNICIPAL UTILITIES			
E 101-45200-380	Elec,Water,Sewer		\$27.67		LAWCON PARK LIGHT
E 101-41400-380	Elec,Water,Sewer		\$298.09		CITY HALL UT
E 101-45200-380	Elec,Water,Sewer		\$143.36		CITY PARK RESTROOMS UT
E 101-45186-380	Elec,Water,Sewer		\$350.35		SR CTR UT
E 101-43100-380	Elec,Water,Sewer		\$265.94		ST DEPT UT
E 221-42200-380	Elec,Water,Sewer		\$168.82		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380	Elec,Water,Sewer		\$83.15		AMB PORTION OF FIREHALL UT
E 211-45500-380	Elec,Water,Sewer		\$329.04		LIBRARY UT
E 101-45183-380	Elec,Water,Sewer		\$0.00		UT AT CAMPGROUND
E 101-45200-380	Elec,Water,Sewer		\$24.37		UT AT CITY PARK SHELTERHOUSE
E 101-45171-380	Elec,Water,Sewer		\$0.07		UT AT SKATING RINK

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December 2019 to January 2020

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Total MUNICIPAL UTILITIES			\$1,690.86		
Paid Chk# 023249	12/31/2019	MUNICIPAL UTILITIES			
E 101-43160-381	Electric Utilities		\$4,077.87		NOVEMBER ST LIGHTING
Total MUNICIPAL UTILITIES			\$4,077.87		
Paid Chk# 023250	12/31/2019	MUNICIPAL UTILITIES			
E 101-41400-200	Office Supplies		\$142.90		OFFICE-POSTAGE 10/1/2019 TO 12/31/2019
E 101-42100-200	Office Supplies		\$4.00		PD-POSTAGE 10/1/2019 TO 12/31/2019
E 205-46500-200	Office Supplies		\$40.30		EDA-POSTAGE 10/1/2019 TO 12/31/2019
Total MUNICIPAL UTILITIES			\$187.20		
Paid Chk# 023251	12/31/2019	PETERSON DRUG & GIFTS			
E 101-43100-200	Office Supplies		\$5.64	11/29/19	ST DEPT-INDEX TABS, SHARPIE
E 231-42154-210	Operating Supplies		\$18.11	9/27/19	AMB TRAINING SUPPLIES
Total PETERSON DRUG & GIFTS			\$23.75		
Paid Chk# 023252	12/31/2019	PRAXAIR			
E 231-42154-210	Operating Supplies		\$142.16	93633810	OXYGEN-AMB DEPT
E 231-42154-210	Operating Supplies		\$126.48	93823350	OXYGEN-AMB DEPT
Total PRAXAIR			\$268.64		
Paid Chk# 023253	12/31/2019	RED FEATHER PAPER			
E 101-41400-200	Office Supplies		\$29.65	107744	PAPER TOWELS FOR CITY HALL
Total RED FEATHER PAPER			\$29.65		
Paid Chk# 023254	12/31/2019	SCHWAAB			
E 101-41400-200	Office Supplies		\$43.02		NOTARY STAMP FOR DAWN
Total SCHWAAB			\$43.02		
Paid Chk# 023255	12/31/2019	THIRD AVENUE AUTO PARTS			
E 101-43100-404	Repairs/Maint Machinery/Equip		(\$19.15)		CREDIT ON ACCOUNT
E 101-43100-404	Repairs/Maint Machinery/Equip		\$7.47	S177598	ST-FUSE,MINI LAMP
E 101-43100-404	Repairs/Maint Machinery/Equip		\$32.97	S177602	PRIMER FOR #14
E 101-00000-430	Miscellaneous		\$2.39	S177696	SPARK PLUG FOR SNOWBLOWER
E 101-43100-404	Repairs/Maint Machinery/Equip		\$30.99	S177704	ST-WA,X GREASE REMOVER
E 101-42100-406	Vehicle Maint/Gen Repairs		\$4.59	S177717	PD-GAL CAR WASH
E 101-00000-430	Miscellaneous		\$0.79	S177726	GAS LINE FOR SNOWBLOWER
E 101-43100-404	Repairs/Maint Machinery/Equip		\$18.18	S177738	STIKIT-#14
E 101-43100-404	Repairs/Maint Machinery/Equip		\$15.37	S177740	ST-MASKING TAPE,BLUE TOWELS
E 101-43100-404	Repairs/Maint Machinery/Equip		\$59.94	S177744	ST-RUBBERIZED UNDERCOAT
E 101-43100-404	Repairs/Maint Machinery/Equip		\$21.49	S177749	PRIMER/THINNER-#14
E 101-43100-404	Repairs/Maint Machinery/Equip		\$15.97	S177808	ST-MASKING TAPE
E 101-43100-404	Repairs/Maint Machinery/Equip		\$18.08	S177866	ST-BLUE TOWELS,BLK TRUCK BED
E 101-43100-215	Shop Supplies		\$8.91	S177888	ST-BLUE TOWELS,OIL
E 101-43100-404	Repairs/Maint Machinery/Equip		\$9.99	S177910	ST-RUBBERIZED UNDERCOAT #17
E 101-00000-430	Miscellaneous		\$98.00	S177921	STARTER FOR SNOWBLOWER
E 101-43100-404	Repairs/Maint Machinery/Equip		\$12.19	S177933	ST-ANTENNA #17
E 101-43100-215	Shop Supplies		\$3.29	S177944	ST-STARTING FLUID
E 101-43100-404	Repairs/Maint Machinery/Equip		\$22.17	S177950	ST-STRIPPER TAILGATE #16
E 231-42154-404	Repairs/Maint Machinery/Equip		\$9.00	S177997	AMB-CAR WASH
Total THIRD AVENUE AUTO PARTS			\$372.63		
Paid Chk# 023256	12/31/2019	VERIZON			
E 101-42100-321	Telephone		\$9.21		POLICE CELL PHONE
E 231-42154-321	Telephone		\$9.21		AMB CELL PHONE

***Check Detail Register©**

December 2019 to January 2020

		Check Amt	Invoice	Comment
E 101-42100-321	Telephone	\$35.01		PD TABLET #1
E 101-42100-321	Telephone	\$35.01		PD TABLET #2
E 231-42154-321	Telephone	\$35.03		AMB JET PACK
Total VERIZON		\$123.47		
<hr/>				
Paid Chk# 023257	12/31/2019	WINDOM AREA HEALTH		
E 101-42100-430	Miscellaneous	\$40.00	11/25/19	BLOOD DRAW-PD
Total WINDOM AREA HEALTH		\$40.00		
<hr/>				
Paid Chk# 023258	12/31/2019	ZAHLEQUIPMENT SERVICE		
E 101-43100-401	Repairs/Maint Buildings	\$695.75	0022008-IN	CHECK HOIST AT ST SHOP
Total ZAHLEQUIPMENT SERVICE		\$695.75		
<hr/>				
10100 United Prairie		\$798,252.53		

Fund Summary

10100 United Prairie	
101 GENERAL FUND	\$77,480.12
205 ECONOMIC DEVELOPMENT AUTHORITY	\$100.07
211 LIBRARY FUND	\$822.76
221 FIRE DEPT FUND	\$769.02
231 AMBULANCE FUND	\$859.24
303 TIF #1-5 POPD KERNS	\$107,606.25
307 LAKEVIEW ESTATES-2007-2015A	\$60,555.00
308 2011 BOND REFUND-06 ST PROJ	\$104,303.84
332 2002 STREET IMPROV	\$2,444.40
341 T.I.F.# 1-6 MT POWER	\$185,839.98
342 T.I.F.#1-4 GOOD SAM	\$54,163.31
360 T.I.F.#1-3 PINEBROOK	\$4,117.91
361 PANKRATZ LAND-DEBT SERV	\$26,787.00
385 ML COMM PARK-DEBT SERV INFRAS	\$125,692.50
470 T.I.F.#1 HOSPITAL PROJECT FND	\$5,412.38
485 ML COMM PARK-INFRASTRUCTURE	\$500.00
607 EDA----4 PLEX FUND	\$16,492.50
608 EDA----8 PLEX FUND	\$24,306.25
<hr/>	
\$798,252.53	

Paid Chk# 000644E	12/17/2019	PERA		
E 231-42154-121	PERA	\$7,504.30		AMB PERA 2ND HALF 2019
Total PERA		\$7,504.30		
<hr/>				
Paid Chk# 000645E	12/20/2019	SELECT/FURTHER		
E 101-41400-141	Admin Fees-HSA	\$5.90		HSA ADMIN FEES
E 101-42100-141	Admin Fees-HSA	\$8.85		HSA ADMIN FEES
E 205-46500-141	Admin Fees-HSA	\$2.95		HSA ADMIN FEES
E 211-45500-141	Admin Fees-HSA	\$2.95		HSA ADMIN FEES
E 101-43100-141	Admin Fees-HSA	\$5.30		HSA ADMIN FEES
E 101-45200-141	Admin Fees-HSA	\$1.77		HSA ADMIN FEES
E 101-46200-141	Admin Fees-HSA	\$1.78		HSA ADMIN FEES
Total SELECT/FURTHER		\$29.50		
<hr/>				
Paid Chk# 000647E	12/23/2019	USDA-RURAL DEVELOPMENT		
E 221-42200-602	Other Long-Term Oblig Princ al	\$6,599.50		PAYMENT FOR 2018 FREIGHTLINER FIRE TRUCK
E 221-42200-610	Interest	\$4,062.50		PAYMENT FOR 2018 FREIGHTLINER FIRE TRUCK
Total USDA-RURAL DEVELOPMENT		\$10,662.00		
<hr/>				
Paid Chk# 000648E	12/24/2019	MUNICIPAL UTILITIES		
R 101-00000-33408	PERA Rate Increase Aid	\$460.50		2ND HALF 2019 PERA
Total MUNICIPAL UTILITIES		\$460.50		
<hr/>				
Paid Chk# 000649E	12/30/2019	STATE OF MINNESOTA		
G 101-20802	Sales Tax Payable	\$40.00		4TH QUARTER CAMPGROUND TAX
Total STATE OF MINNESOTA		\$40.00		

Mountain Lake Municipal Utilities Commission Meeting
Mountain Lake City Hall
Thursday, December 5, 2019
7 AM

Members Present: Sue Garloff, Dean Janzen, Todd Johnson, Mark Langland, Council
Liaison David Savage, Randy Sawatzky

Members Absent: None

Staff Present: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office
Manager; Ron Melson, Electric Superintendent; Lane Anderson, Electric
Lineman; Scott Pankratz, Water/Wastewater Operator

Others Present: None

Call to Order

The meeting was called to order at 7:00 a.m.

Approval of Agenda, Minutes, and Bills

Motion by Johnson, seconded by Garloff, to approve the agenda, November 22 Minutes, and Bills #019456 – 019486. Motion carried.

Electric Rate Study

Evan Leebens from Missouri River Energy Services provided a presentation and a binder to each of the commissioners and staff of their electric rate study. Data was collected from staff to MRES the past few months to complete the study. Leebens presented and discussed energy consumption by class, a break down of electric costs, forecasted energy by source, projected power and transmission costs, other cost items, payments to support local governments, historical and projected net income, cash reserves, and charts comparing rates to other municipals and entities. From 2016 – 2019, there was a 19% overall rate increase. For 2020 – 2023, no overall revenue change is recommended but only minor cost of service changes for 2020. The proposed changes will better reflect the cost each class actually costs the utility to build infrastructure and purchase power. Proposed cost of service changes in rates for residential will be 1.5%, -0.8% for commercial, -1.3% for large commercial, 1.6% for rural, and 8.1% to city/street lighting. The recommendations from the study will bring rates closer to costs of service, enhance recovery of fixed costs, keep the utility's financial position and cash reserve strong, and keep rates competitive. The rates will be placed in a chart to recommend to the council to approve at the next meeting. Once the study is approved, the study will be available to the public at city hall and online.

Electric Department

Conductor Power is planning to fix the splice mentioned at previous meetings as they have sent materials to Mountain Lake. The timeline to fix is still unknown. Garloff asked questions about power in the park and the breakers. Some breakers have been mentioned of not working properly for Christmas lighting in the park and during Pow Wow. The department will review and will inform the city if new infrastructure is needed.

Water/Wastewater Department

The department finished sewer cleaning and are currently cleaning lift stations. The department also discharged the wastewater ponds.

MSC – SIU

Staff met with MSC last week. Clarifications and changes were made to the SIU agreement and some paragraphs are being worked on by both attorneys. Due to the unknown final project cost amount, it was decided to meet on December 17 after the bid opening on December 11 to discuss the base charge. John Graupman stated that after the bid opening the final project cost would be better known. Graupman will also be providing MSC an excel spreadsheet of the billing formula and surcharges will be reviewed again at the next meeting.

2020 Water & Wastewater Rates

Water and wastewater rates for 2020 will be presented at the next meeting which is after the December 11 bid opening.

Adjourn

The meeting was adjourned at 7:56 a.m.

Approved December 19, 2019

ATTEST:

Michael Schulte, Administrator/Clerk

**Regular City Council Meeting
Mountain Lake City Hall
Tuesday, December 17, 2019
6:30 p.m.**

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

Members Absent: None

City Staff Present: Michael Schulte, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney

Others Present: Deanna Anderson, Observer/Advocate; Doug Regehr, Jay Schied

Call to Order

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

Approval of Agenda & Public Budget Meeting

Motion by Kass, seconded by Savage, to add 2.J Resolution #36-19 Unpaid Fire Service Charge, 2.K Accept Resignation Letter – Police Officer Jacob Vitzthum, 2.L Approve to Advertise to Fill Police Officer Vacancy, 8.A Discussion – Public Nuisance Site Cleanup, 8.B Litigation – Hiebert Greenhouses (meeting may be closed), 8.C Litigation – Kuechle Underground (meeting may be closed). Motion carried. Motion by Kruser, seconded by Kass, to approve the agenda and consent agenda as amended. Motion carried.

Approval of Consent Agenda

Bills: Checks #23136 – 23191, 638E – 643E

Payroll: Checks #65017 – 65055

Approve November 12 Lake Commission Minutes

Approve November 18 EDA Board Minutes

Approve November 22 Utilities Commission Minutes

Approve December 3 City Council Minutes

Approve 2020 Liquor & Tobacco Licenses

Approve Resolution #34-19 Unpaid Public Nuisance Abatement Charges

Approve Resolution #35-19 Accept \$2,000 Donation from Apex For Active Living Committee

Approve Resolution #36-19 Unpaid Fire Service Charge

Accept Resignation Letter – Police Officer Jacob Vitzthum

Approve to Advertise to Fill Police Officer Vacancy

Public

Jay Schied asked if the Council could provide information on the EDA's efforts to fill downtown vacant buildings and if there were any plans to bring more businesses to the downtown area. Mayor Nelson responded that most buildings are filled and those that are not are not ADA accessible and are privately owned and not owned by the EDA. Schied asked about status of the Matchless Gift. The council was not sure of their status. Scheid asked if it was possible to create an ordinance to require new businesses in the commercial park to utilize solar panels and discussed his recollection from a conversation with the previous administrator of how the wind tower operates. Councilmember Savage responded that the Utilities Commission has looked into solar and that the cost per KWH for solar energy is not cost effective at the time but if the cost were to be driven down the utility could research further into solar panels. Savage also stated that the wind tower powers the houses through the connecting line from the tower to the power plant and the energy is used within the city.

2020 – 2022 AFSCME Agreement

The union agreement was negotiated at a special meeting in November and a tentative agreement was reached. The approved changes were applied and the administrator met with Eric Austin, the union's representative, to clear up some old language on health insurance to ensure the written language was current. The agreement has been signed by Austin and is now pending council approval. Motion by Kruser, seconded by Kass, to approve the 2020 – 2022 AFSCME agreement. Motion carried.

2020 – 2022 LELS Agreement

Negotiation strategies were discussed in a closed session last meeting and the city council's offer to the police union's members was accepted. The wages for police officers will be increased 10% in 2020 from the 2019 scale, 5% from the 2020 scale, and 5% from the 2021 scale. LELS presented figures of other departments in the state and departments close to Mountain Lake and Mountain Lake's 2019 scale was out of market range. The percentage increases will bring Mountain Lake into the market range by 2022. A new item from the last agreement is that the city will provide city paid cell phones for each officer or the alternative of paying \$20/month as a cell phone stipend if the officer chooses to utilize their own phone. Motion by Savage, seconded by Ysker, to approve the 2020 – 2022 LELS agreement. Motion carried.

2020 – 2022 Non-Union Wages & Salaries

Throughout discussions of discussing the LELS and AFSCME union members' wages, the council gave direction to the administrator to apply 3% increases for each year for the next three years for non-union employees. The administrator provided a packet with non-union wages with 3% increases for 2020, 2021, and 2022. The administrator asked the council if the council wanted to change any of the seasonal wages or the dynamics of seasonal employees. The lake/trail position along with seasonal street/parks/cemetery were discussed. Direction was given

to change the seasonal street/parks/cemetery summer help from \$11.00/hour to \$12.00/hour and to allow to hire 2-3 employees under the street superintendent's supervision to also cover trail/lake tasks. Motion by Kruser, seconded by Ysker, to approve the presented 2020 – 2022 non-union wages and salaries. Motion carried.

Ordinance #7-19 Amending Tree Regulations

Ordinance #7-19 Amending Tree Regulations was read for the third time. No changes were made since the second reading. Motion by Kass, seconded by Savage, to approve Ordinance #7-19 - Amending Tree Regulations. Motion carried.

Wastewater Ponds Project

The digital advertising system that the city advertised its project on which many contractors and subcontractors view to create their bid had an error of the wrong postdate. The city learned that one contractor missed the project due to this error and suspect more may have as well. In addition, the dredging is causing some concern since it's a large number with a long completion time and all subcontractor work. A few contractors indicated more willingness to bid if this was bid as a separate contract. Bolton & Menk suggested that the city postpone the bid opening to January to allow the contractors that did not see the advertisement to now see it and submit a bid so the city has more bids and that the city separate the dredging as a separate contract to also receive more bids. As this was a timely issue, the administrator spoke with Mayor Nelson and Commissioner Chair Langland last week and they agreed to do this. The new bid opening will be on Friday, January 10th at 11 a.m.

City Attorney

The city attorney presented changes to Section 8.01 – Storage, Deposit, and Disposal of Refuse; Storage of Junk Vehicles, Household Furnishings, And Appliances on Public or Private Property; Abandoning or Storing a Vehicle; Nuisance. The changes add a definition of "person" in the definitions and adds language regarding storage of motor or junk vehicles, storage and deposit of refuse, household furnishings, etc. The presented material will be considered a first reading and the next meeting will have a second reading.

Hiebert Greenhouses – Litigation

The city attorney informed council that the property owners of the greenhouses have filed a notice of appeal regarding the District Court order. Motion by Kass, seconded by Kruser, to close the public meeting and enter a closed meeting at 7:12 p.m. to discuss litigation involving the city. Motion carried. Motion by Savage, seconded by Kass, to close the closed meeting and open the public meeting at 7:29 p.m. Motion carried. Motion by Kruser, seconded by Savage, to oppose the stay of proceedings of the appeal and to continue ongoing litigation or meetings to bring action to the greenhouses with the property owners. Motion carried.

Kuechle Underground

Motion by Ysker, seconded by Kass, to close the public meeting and open a closed meeting at 7:31 p.m. to discuss litigation with Kuechle Underground. Motion carried. Motion by Kruser, seconded by Ysker to close the closed session and open the public meeting at 7:45 p.m. Motion carried. No action taken.

Land Negotiations of Parcel ID 11.028.0200

Motion by Kruser, seconded by Kass, to close the public meeting and open a closed meeting at 7:47 p.m. to discuss land negotiations of Parcel ID 11.028.0200. Motion carried. Motion by Ysker, seconded by Savage, to close the closed meeting and open the public meeting at 7:58 p.m. Motion carried. No action taken.

Annual Performance Evaluation of the City Administrator

The administrator requested that the evaluation be in a closed meeting. Motion by Ysker, seconded by Kass, to close the public meeting and open a closed meeting at 8:08 p.m. Motion carried. Motion by Kruser, seconded by Kass, to close the closed meeting and open the public meeting at 8:36 p.m. An evaluation of the city administrator was completed with no further action taken.

Adjourn

The meeting was adjourned at 8:37 p.m.

ATTEST:

Michael Schulte, Administrator/Clerk

MOUNTAIN LAKE MUNICIPAL UTILITIES ELECTRIC RATE STUDY

Evan Leebens

Rate Analyst

Missouri River Energy Services

December 5, 2019



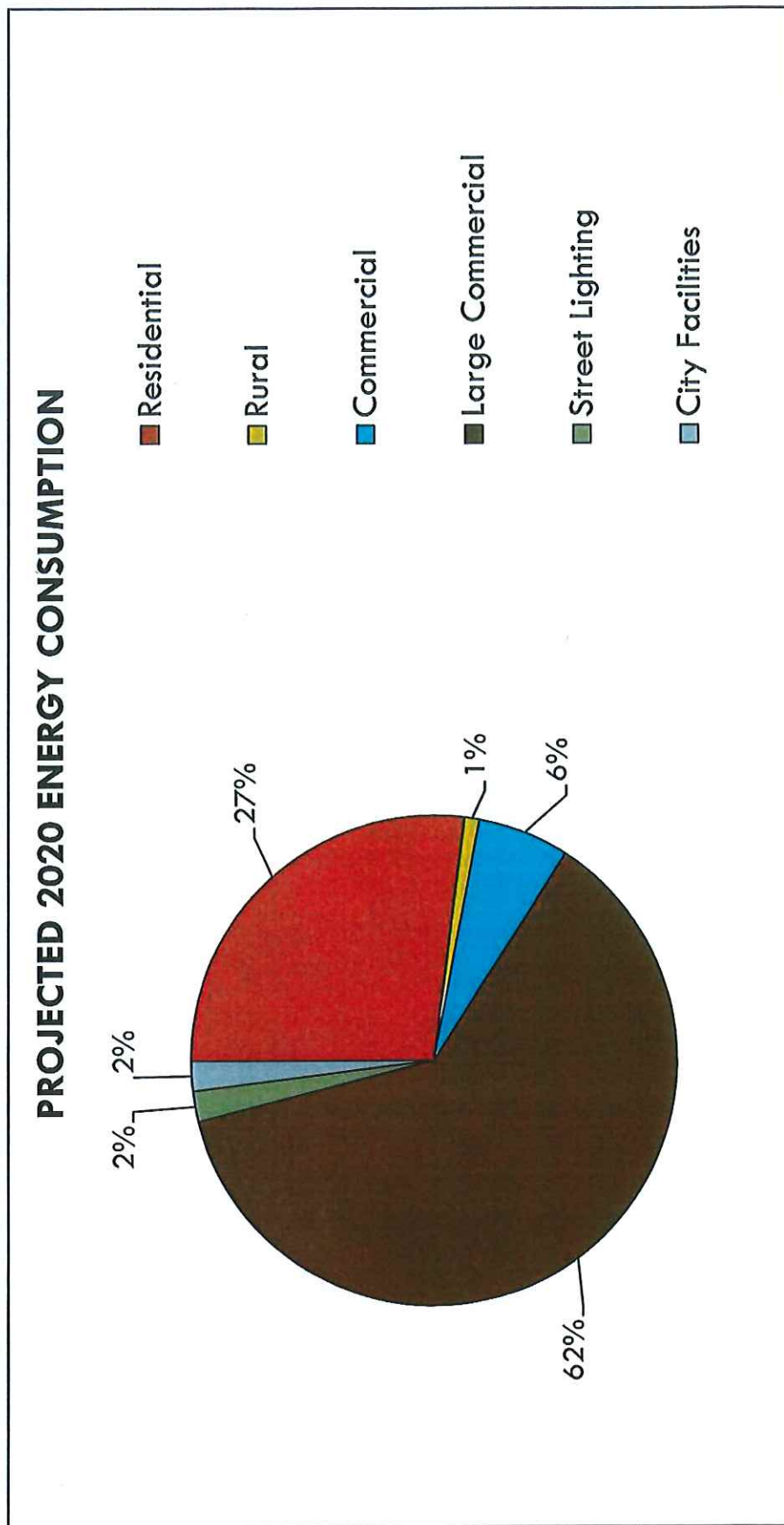
Study Highlights

2

- Proposed overall rate changes
 - No overall revenue change
 - Minor COS Adjustments - Percentage impacts vary by customer and class
- Reasons for no overall rate change—
 - Lower Power Costs – WAPA 30% decrease, Reduced CMPAS fees, New 5x16 Contract
 - Utilities Plus Energy Services Sale- \$166,000
 - Increasing Cash Balance
- Proposed rate details
 - Increase customer charges – Residential and Rural Classes
 - Increase the street lighting and city facilities energy rate
 - Continue calculating and billing the power cost adjustment with no changes
- Mountain Lake – rates below or near other utility medians

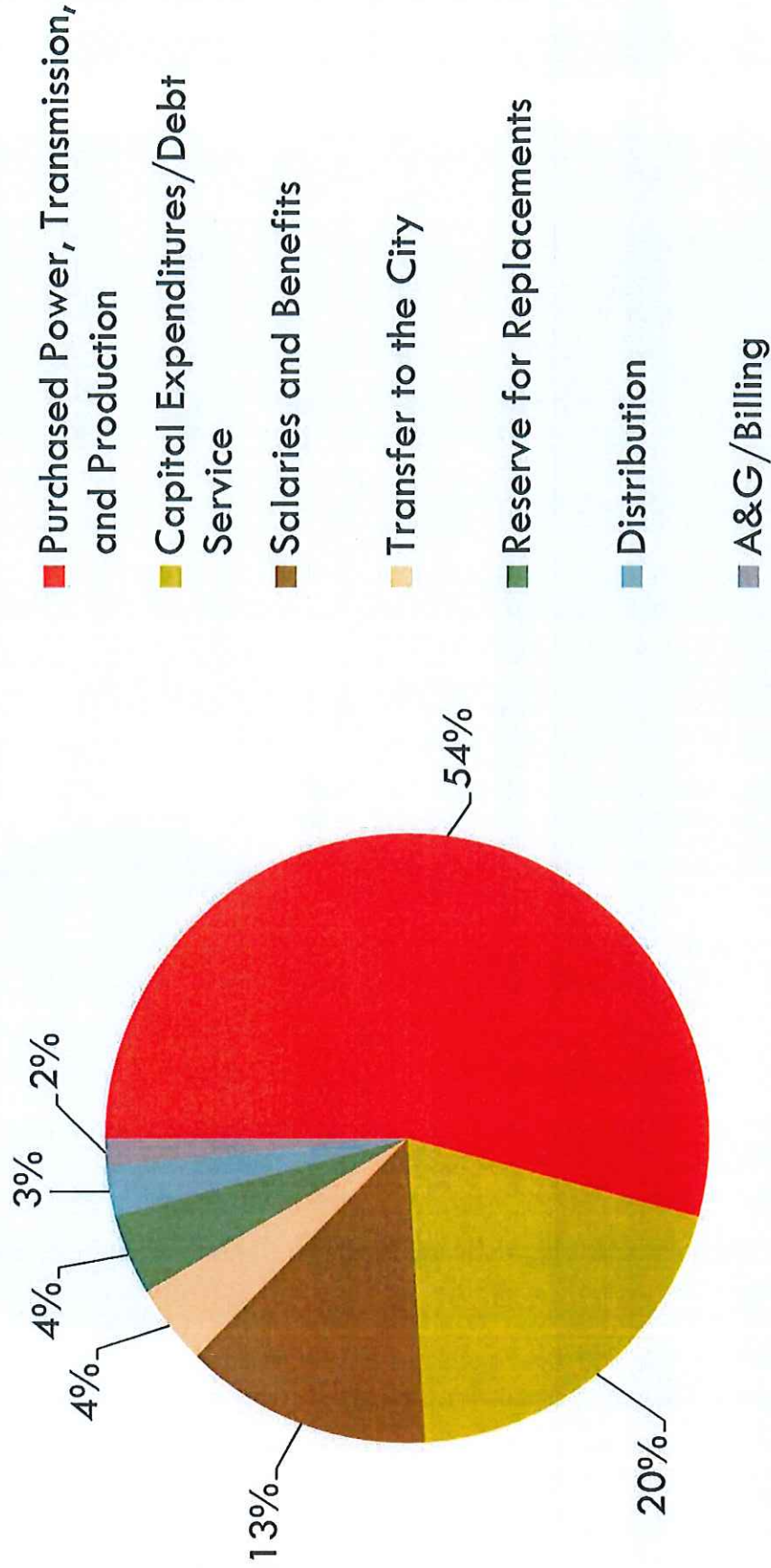
Energy Consumption by Class

3

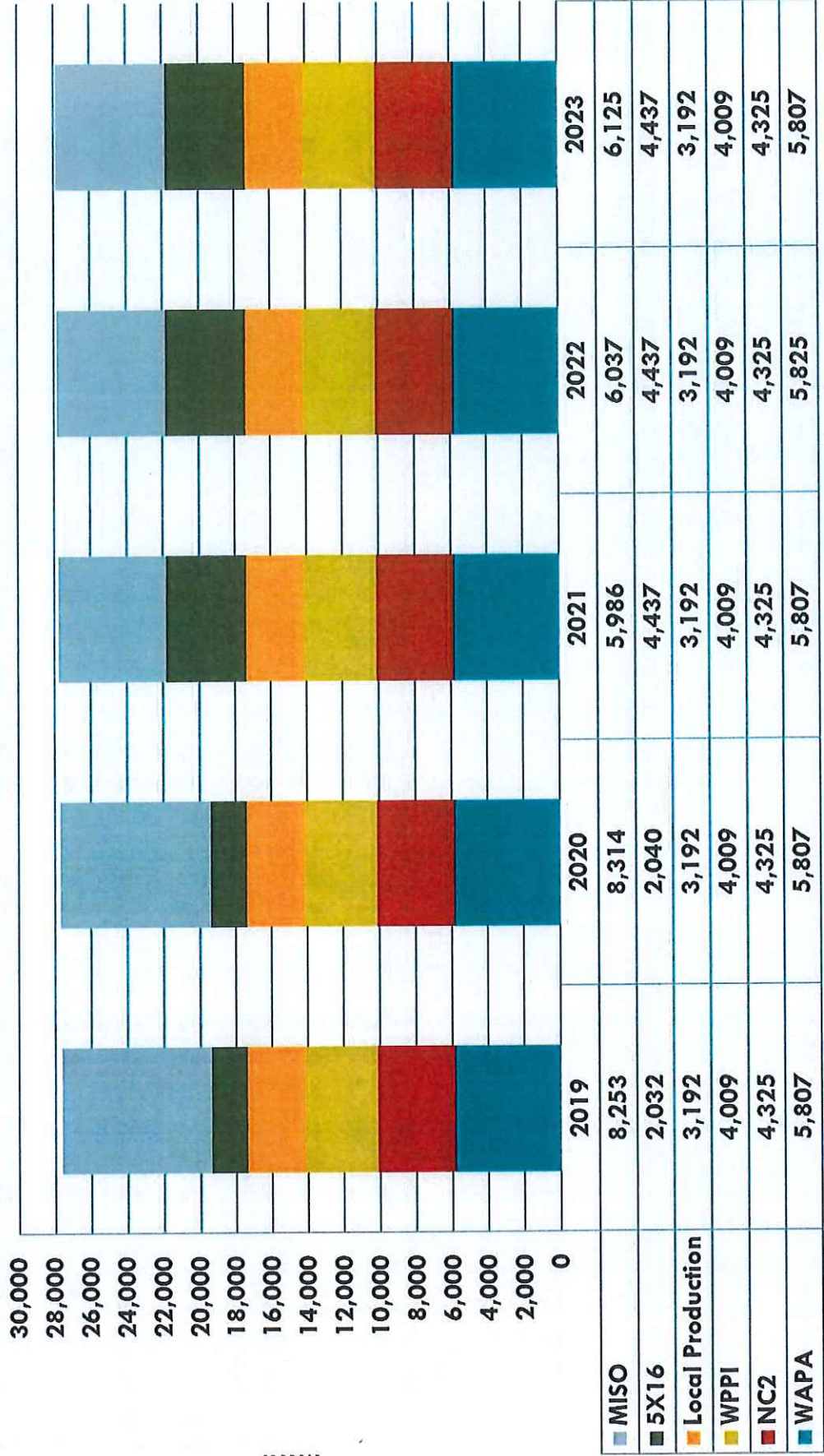


Mountain Lake – Electric Cost Breakdown

4



Forecasted Energy by Source- Megawatt-hours (MWh)



Projected Power & Transmission Costs

Cents per kWh (Includes Congestion/Losses)

6

Year	WAPA	NC2	5x16 Contract	WPPI	MISO	ITC Transmission	Local Generation	CMPAS Charges	Total Cost Per kWh
2015	3.1	3.6	6.7	5.6	2.3	1.8	6.4	0.5	6.6
2016	3.1	3.6	4.7	5.5	2.8	1.8	6.7	0.4	6.3
2017	2.5	3.8	4.6	5.9	2.7	1.9	5.9	0.5	6.2
2018	2.1	3.4	4.6	6.0	2.3	1.7	6.8	0.5	5.7
2019	2.1	3.6	4.6	6.4	2.0	1.9	6.1	0.2	5.7
2020	2.1	3.7	4.6	6.5	2.3	2.0	6.2	0.2	5.8
2021	2.4	3.7	3.6	6.6	2.2	2.0	6.2	0.2	6.0
2022	2.4	3.8	3.6	6.8	2.2	2.1	6.2	0.2	6.1
2023	2.4	3.9	3.6	6.9	2.2	2.1	6.2	0.2	6.2

*2019 is based on YTD through September

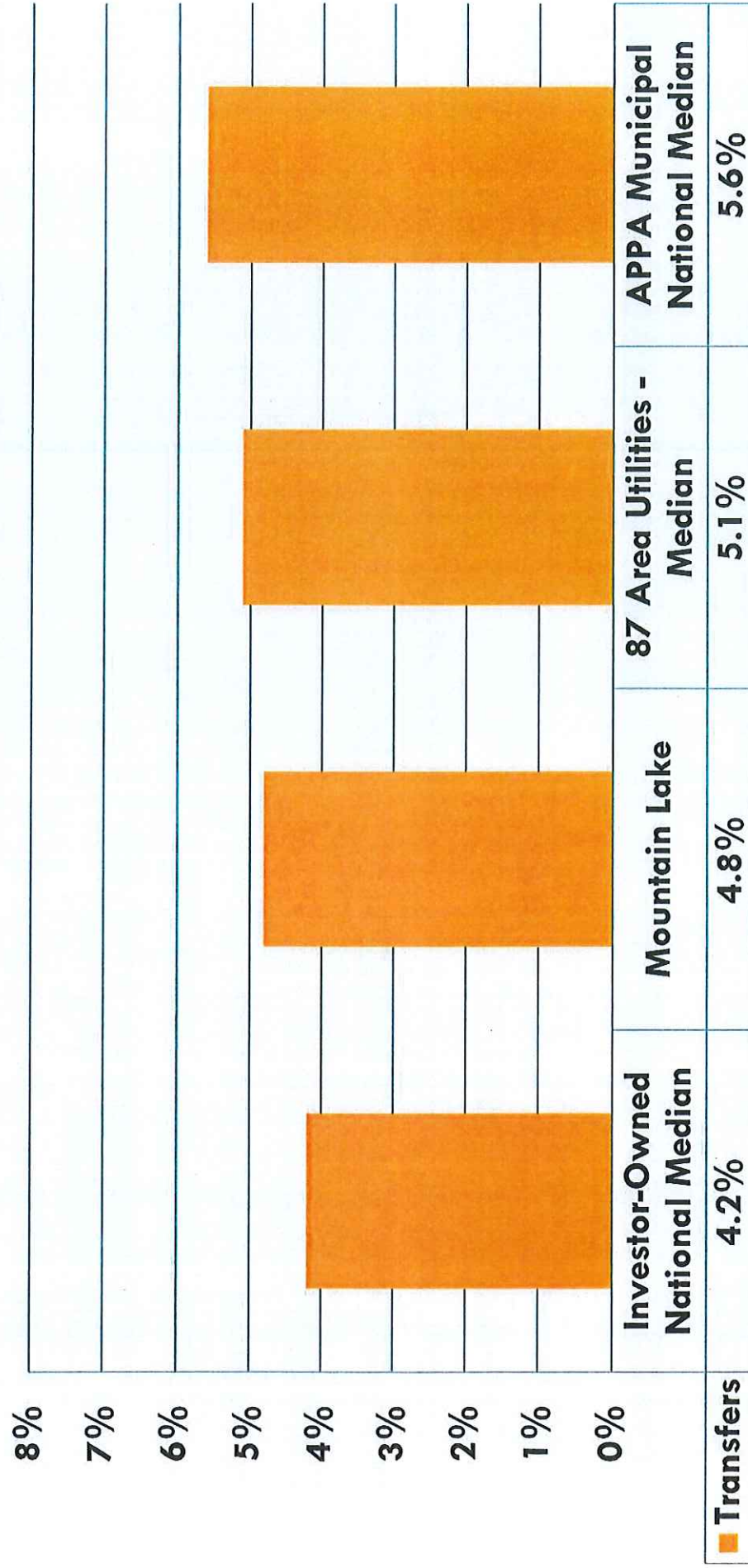
Other Cost Items

7

- **Other Operating Expenses**
 - ▣ Based on 2019 and 2020 budget
 - ▣ Inflationary increases of 3% per year with a few adjustments
 - ▣ Salaries increased in 2020 for additional staffing
- **Capital Expenditures**
 - ▣ Total of \$962,200 from 2019 to 2023
 - ▣ Distribution System - \$474,000
 - ▣ Routine Maintenance – \$199,400
 - ▣ Local Generation - \$149,000
 - ▣ Vehicles/Equipment - \$139,800
- **Debt Service – 4 Issuances**
 - ▣ 3 Paid off in 2023/2024 - \$250,000 Annually
 - ▣ 2017 Issuance - \$120,000 Annually

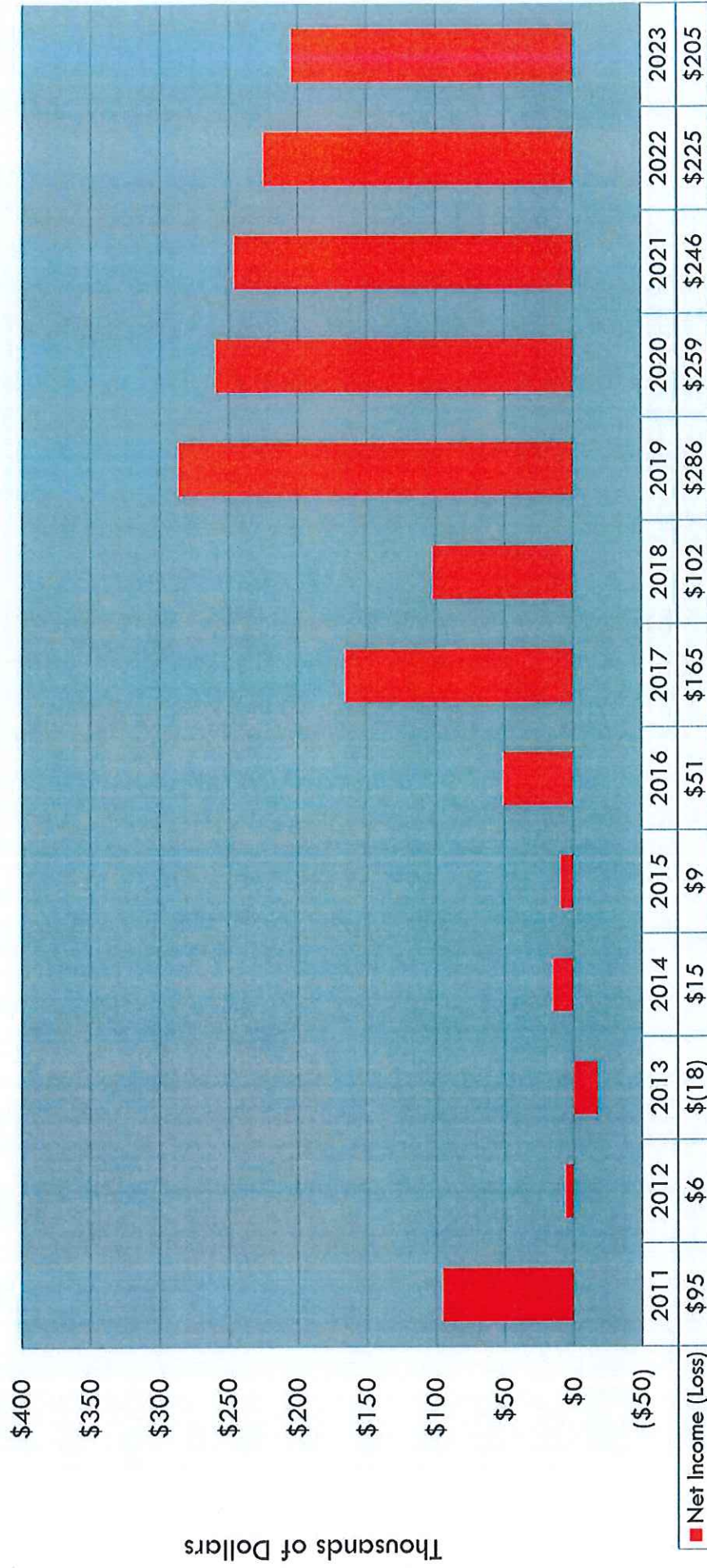
Payments to Support Local Government - Percentage of Operating Revenues

8



Historical & Projected Net Income

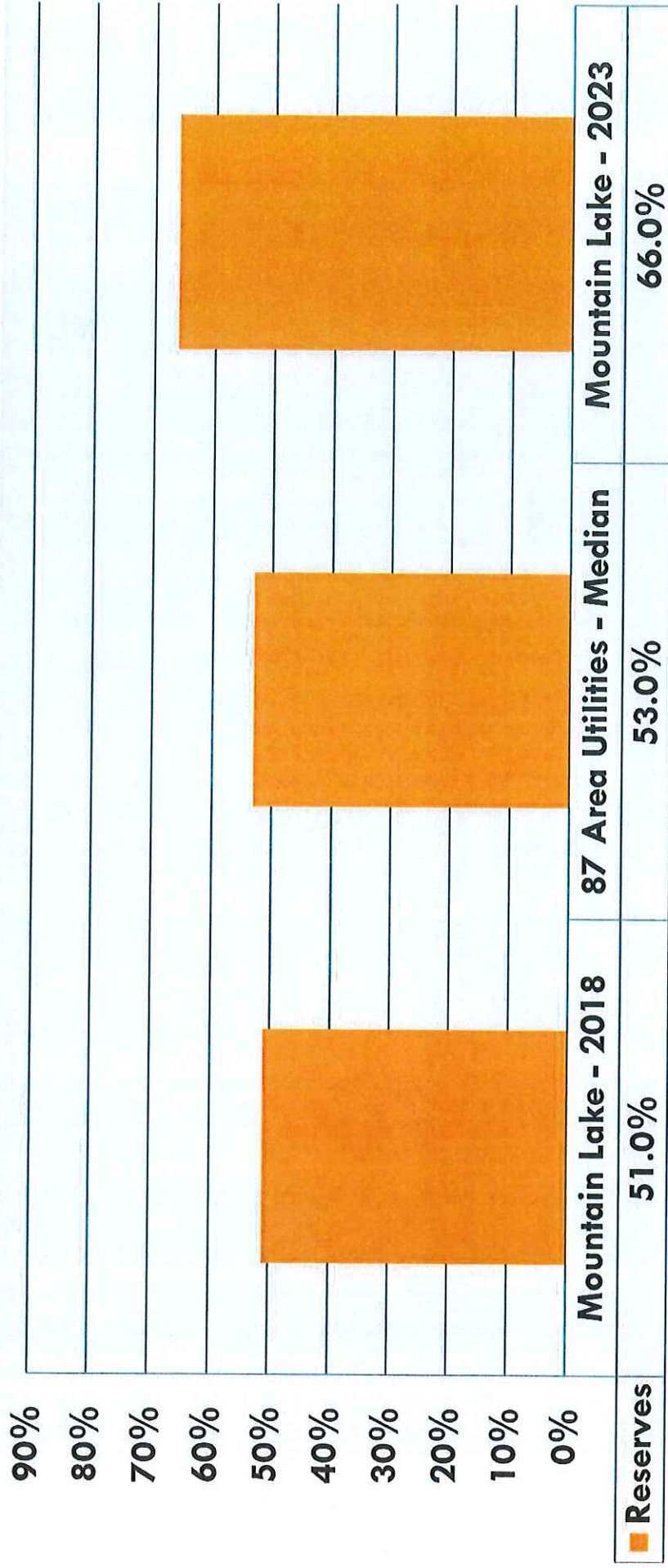
9



4.0% Increase in 2016 and 4.5% increases in 2017-2019

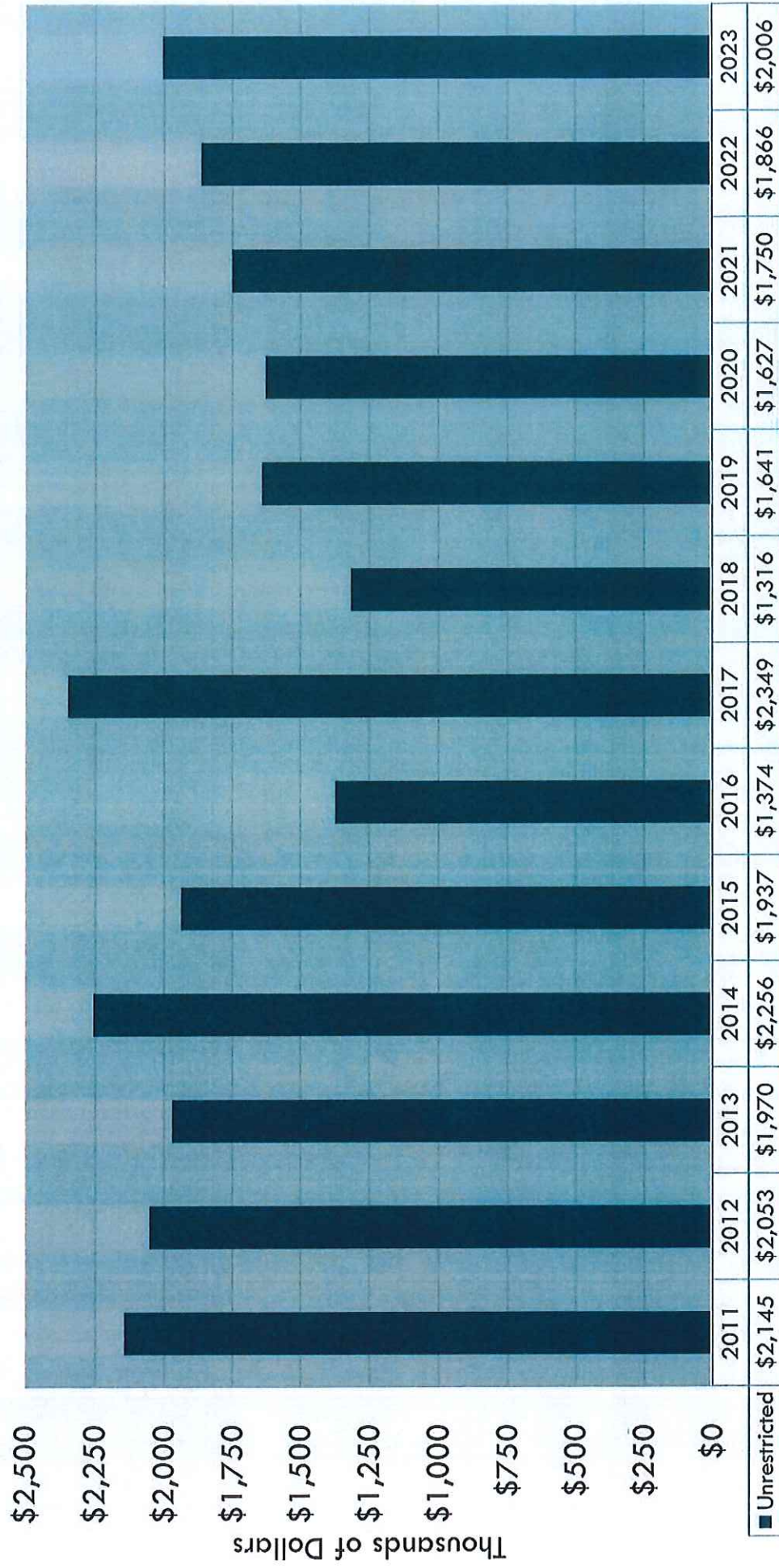
Unrestricted Cash Reserves – Percentage of Operating Revenues

10



Historical and Projected Electric Utility Cash Reserves

11



Additional \$248,000 of cash is restricted for Debt Service

Electric Definitions

12

- Peak Demand (kW) – maximum rate of power delivery, measured in a defined time period such as 15 or 30 minutes, expressed in 1,000 watt units.
- Energy (kWh) – power multiplied by time. Usage of ten 100-watt light bulbs for one hour equals one kWh. One megawatt-hour (MWh) = 1,000 kWh.
- Load Factor – average demand divided by peak demand. Higher load factor indicates more consistent use of power and the distribution system.
 - Typically Higher Load Factors of 50% to 70% – Grocery stores, medical facilities, convenience stores, businesses w/ multiple shifts.
 - Typically Lower Load Factors of 20% to 40% – Homes, schools, grain elevators, businesses with one shift or intermittent equipment.
- Customers billed for demand and energy – higher load factor results in lower total cost per kWh – spread fixed costs over more sales

Major Cost Types and Rate Designs

13

	Residential	Commercial (Non-Demand)	Large Commercial (Demand-Billed)
Customer Costs	Customer Charge	Customer Charge	Customer Charge
Demand Costs	Energy Rate	Energy Rate	Demand Rate
Energy Costs	Energy Rate	Energy Rate	Energy Rate

Customer Costs – Billing, meter reading and maintenance, portion of facilities costs

Demand Costs – Costs related to serving customer peak loads; fixed costs

Energy Costs – Variable costs such as fuel and purchased energy

Cost-of-Service Results

14

- Allocates costs to each class; compare with revenues

Class	Cost per kWh (cents)	Revenue per kWh (cents)	Cost Less Revenue	Increase / (Decrease)
Residential	12.7	12.6	0.1	1.0%
Commercial	13.1	13.3	(0.2)	(1.4%)
Large Commercial	9.3	9.5	(0.2)	(2.1%)
Rural	12.7	12.5	0.2	1.2%
Municipal	10.8	8.1	2.7	33.3%
Street Lighting	10.0	7.7	2.3	31.1%
Overall	10.5	10.5	0.0	0.0%

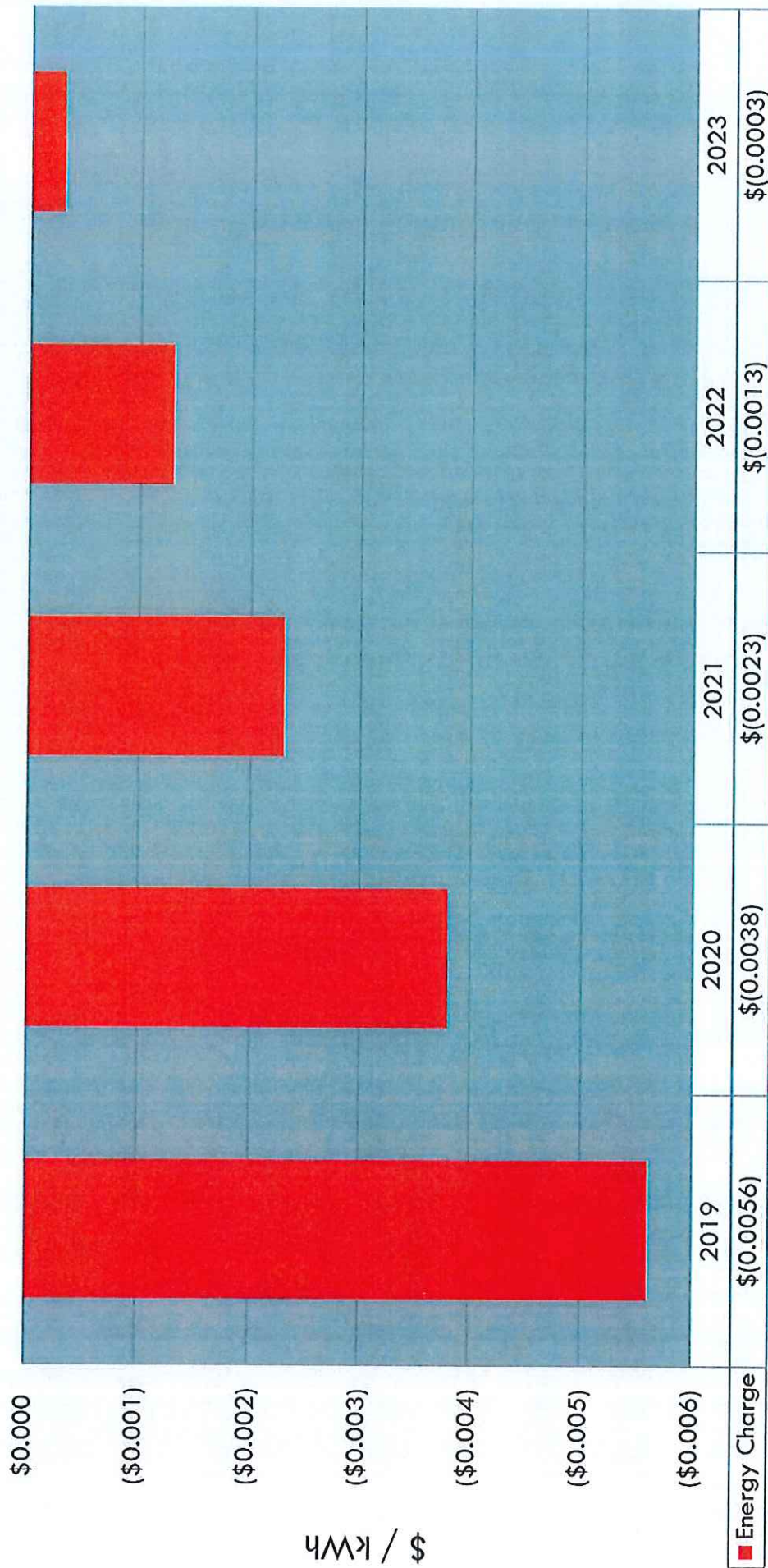
Summary of Recommendations

15

- Past / proposed rate changes
 - ▣ 2016-2019 – 19% Overall Rate increases
 - ▣ 2020 – No overall revenue change
 - Minor COS adjustments
- Increase monthly customer charges/demand charges
 - ▣ Reflect fixed costs of providing service
 - ▣ Prepare for more customer distributed generation (solar panels)
 - ▣ 110 area utilities - average residential charge = \$13.00
 - ▣ 25% of utilities – charges between \$15 and \$20

Power Cost Adjustment (PCA) Historical and Projected Annual Averages

16



Percentage Changes by Customer Class

17

Customer Class	Proposed Rates - 2020
Overall Change	0.0%
Residential	1.5%
Commercial	(0.8%)
Large Commercial	(1.3%)
Rural	1.6%
City/Street Lighting	8.1%

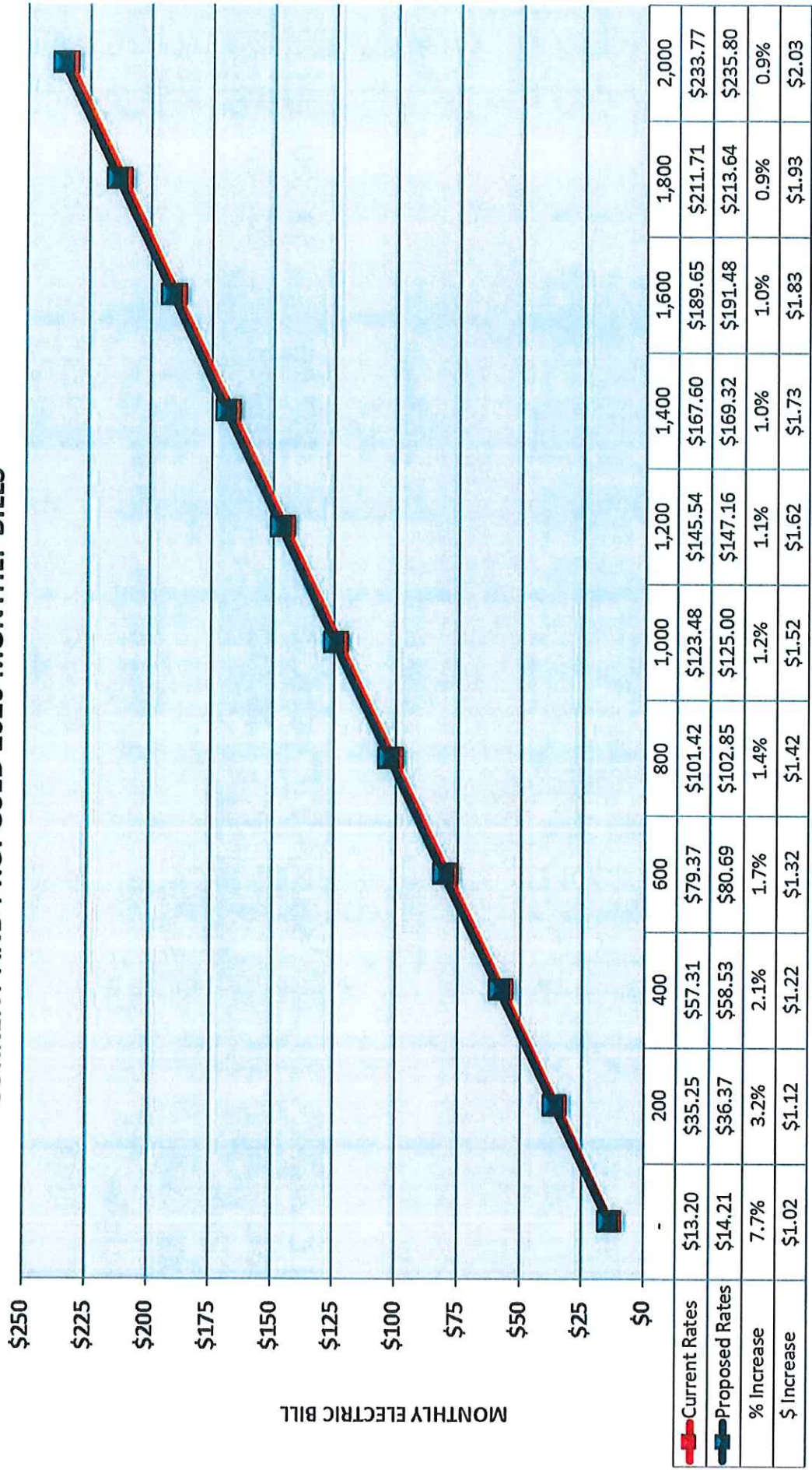
Current and Proposed Rates

18

Customer Class	2015 Rates	Current Rates	Proposed 2020 Rates	COS Analysis
Annual PCA	\$0.037	(\$0.006)	(\$0.004)	
Residential				
Customer Charge		\$13.00		\$16.50
Energy Rate – All	\$5.00	\$0.1125	\$14.00	\$0.105
0-900 kWh	\$0.060		\$0.113	
Over 900 kWh	\$0.065			
Commercial				
Customer Charge	\$8.50	\$24.00	\$24.00	\$25.00
Energy Rate – All		\$0.110	\$0.109	\$0.103
0-1,200 kWh	\$0.068			
Over 1,200 kWh	\$0.070			
Large Commercial				
Customer Charge	\$-	\$55.00	\$55.00	\$88.00
Energy Rate	\$0.035	\$0.064	\$0.058	\$0.032
Demand Rate – All		\$12.40	\$14.00	\$21.50
First 60 kW	\$369.00			
Over 60 kW	\$4.65			

Residential Monthly Bill

CURRENT AND PROPOSED 2020 MONTHLY BILLS

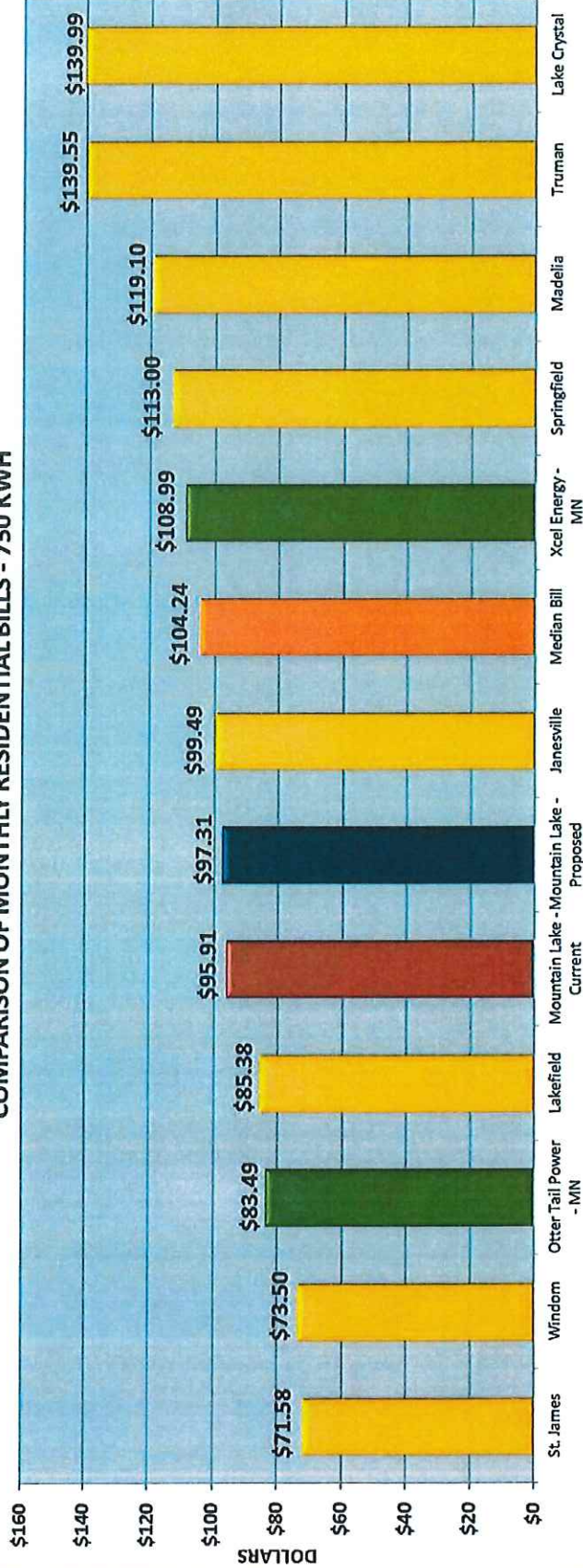


Current and Proposed Rates

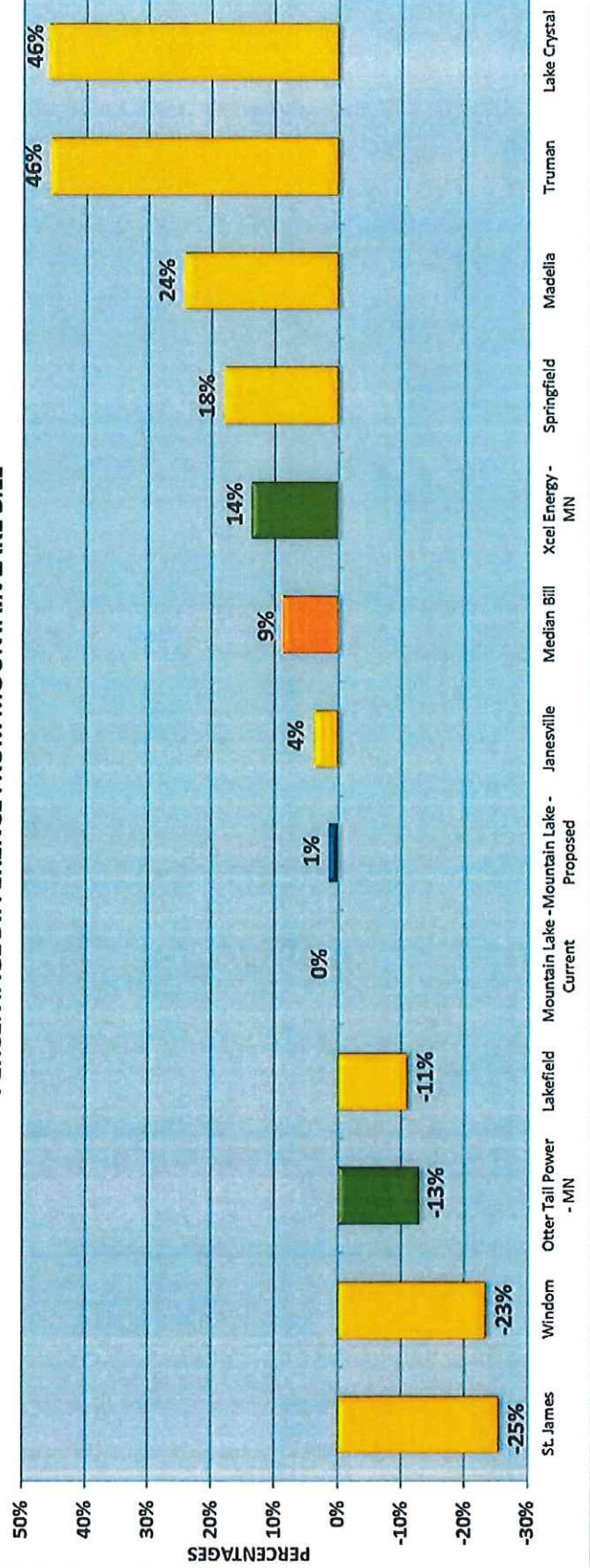
20

Customer Class	2015 Rates	Current Rates	Proposed 2020 Rates	COS Analysis
Annual PCA	\$0.037	(\$0.006)	(\$0.004)	
Rural				
Customer Charge	\$6.50	\$16.50	\$17.00	\$21.00
Energy Rate – All		\$0.112	\$0.113	\$0.105
0 -1,000 kWh	\$0.070			
Over 1,000 kWh	\$0.075			
City/Street Lights				
Customer Charge	\$-	\$24.00	\$24.00	\$25.00
Energy Rate	\$0.032	\$0.080	\$0.086	\$0.103

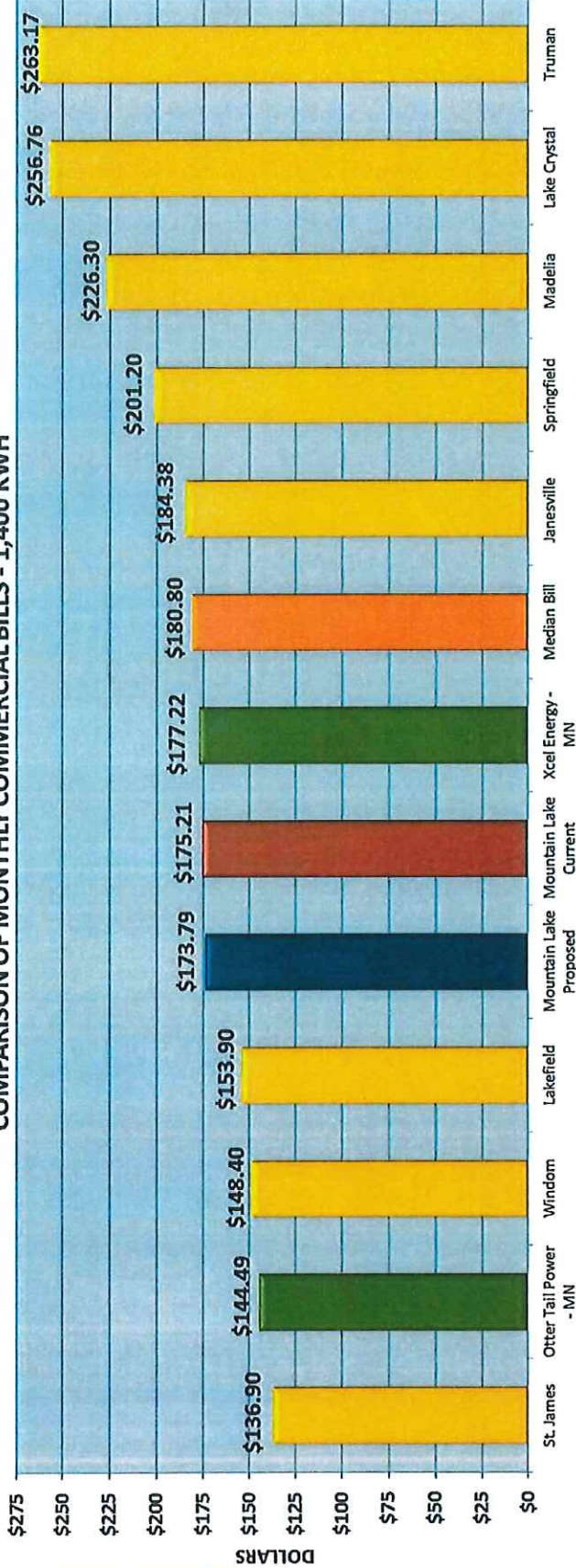
COMPARISON OF MONTHLY RESIDENTIAL BILLS - 750 KWH



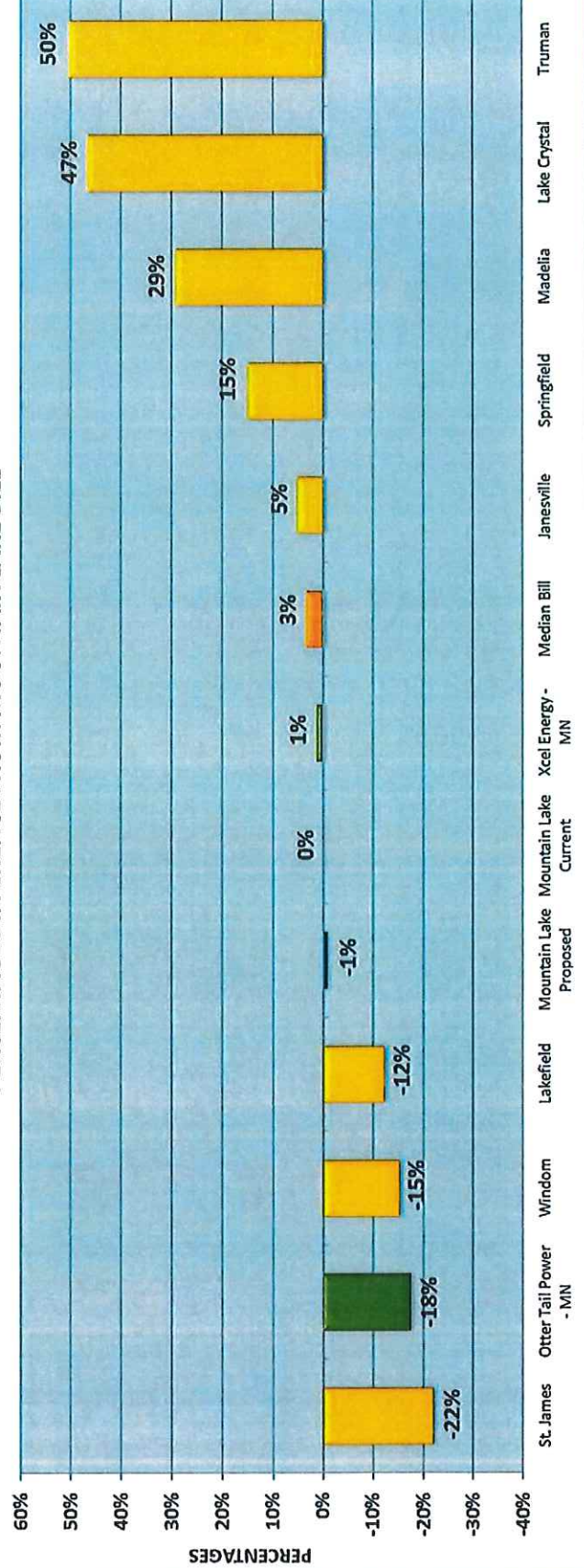
PERCENTAGE DIFFERENCE FROM MOUNTAIN LAKE BILL



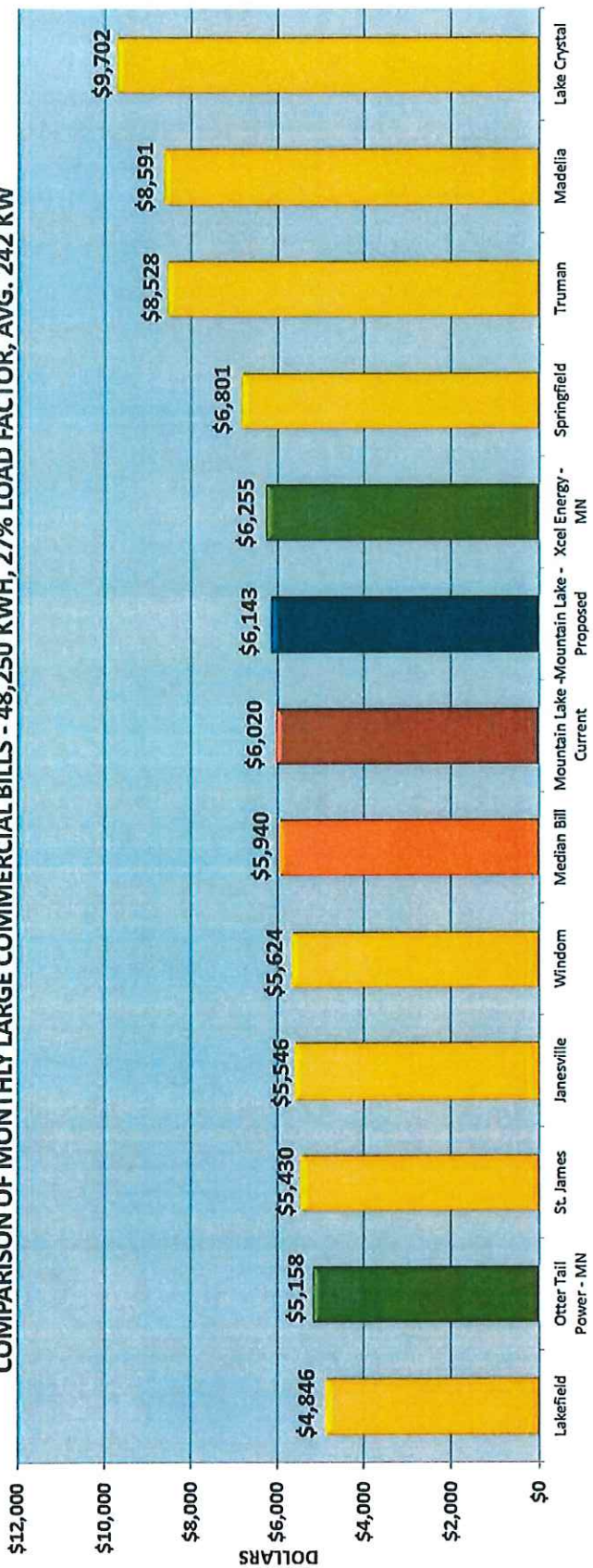
COMPARISON OF MONTHLY COMMERCIAL BILLS - 1,400 KWH



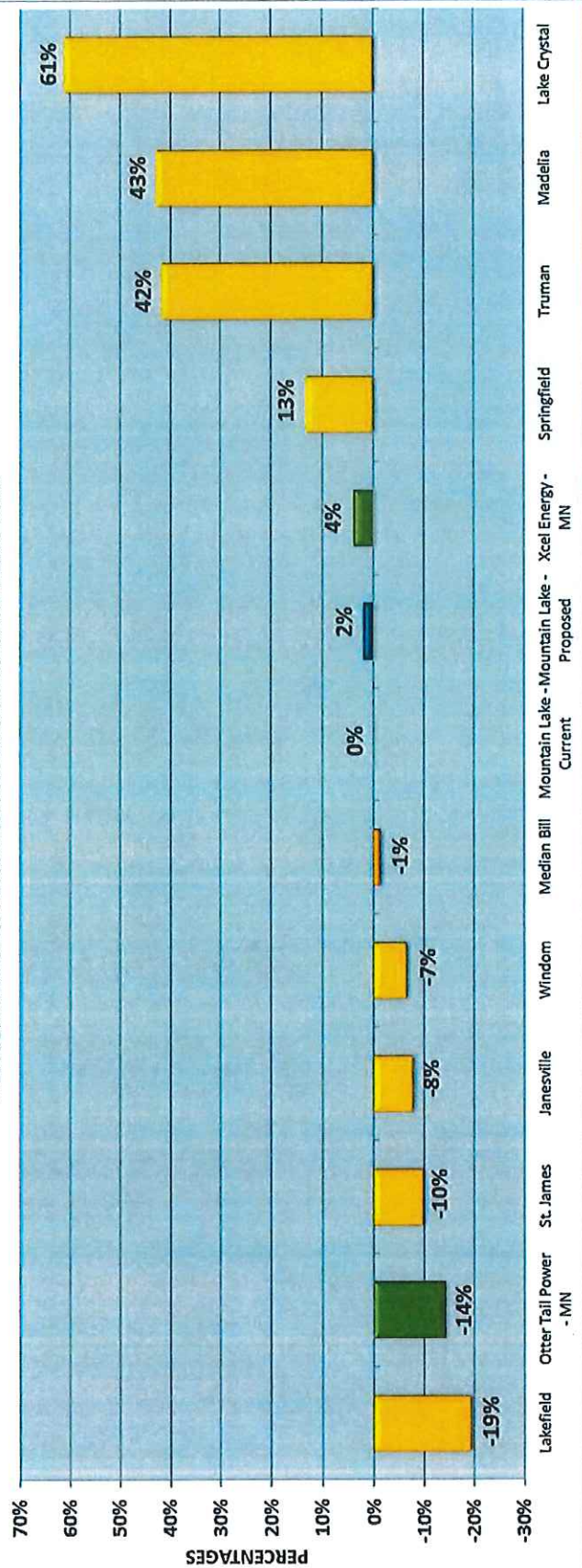
PERCENTAGE DIFFERENCE FROM MOUNTAIN LAKE BILL



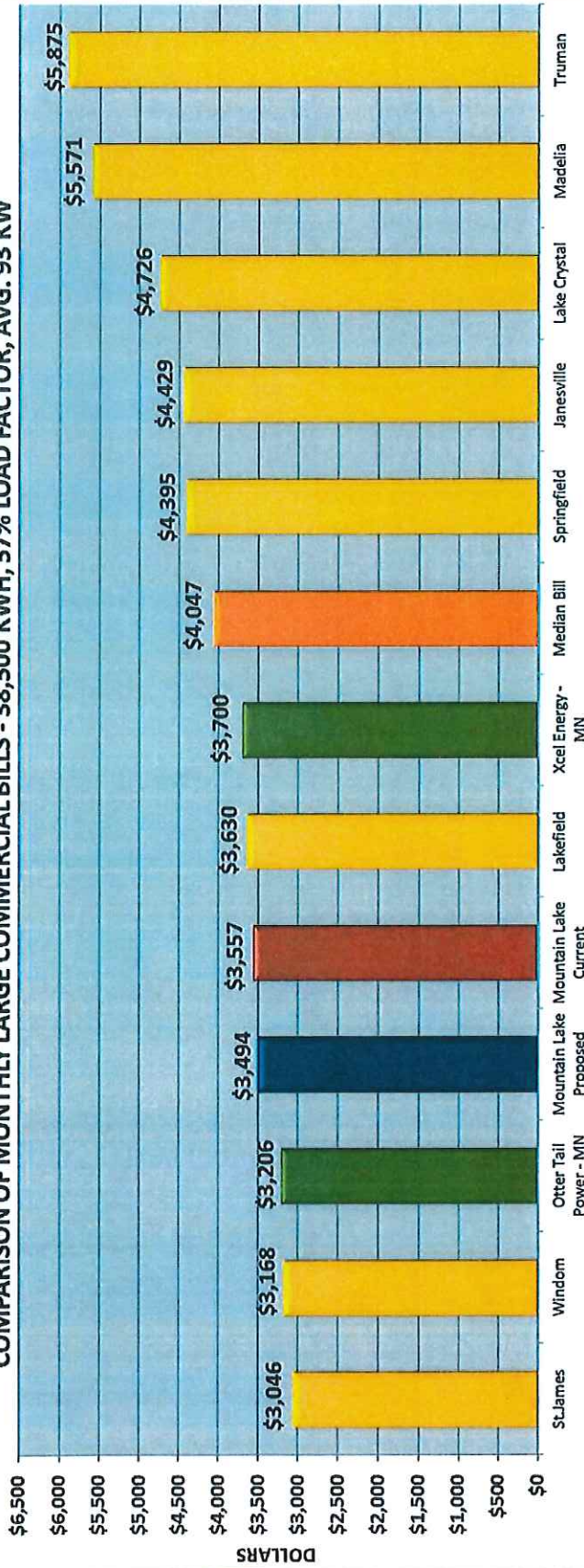
COMPARISON OF MONTHLY LARGE COMMERCIAL BILLS - 48,250 KWH, 27% LOAD FACTOR, AVG. 242 KW



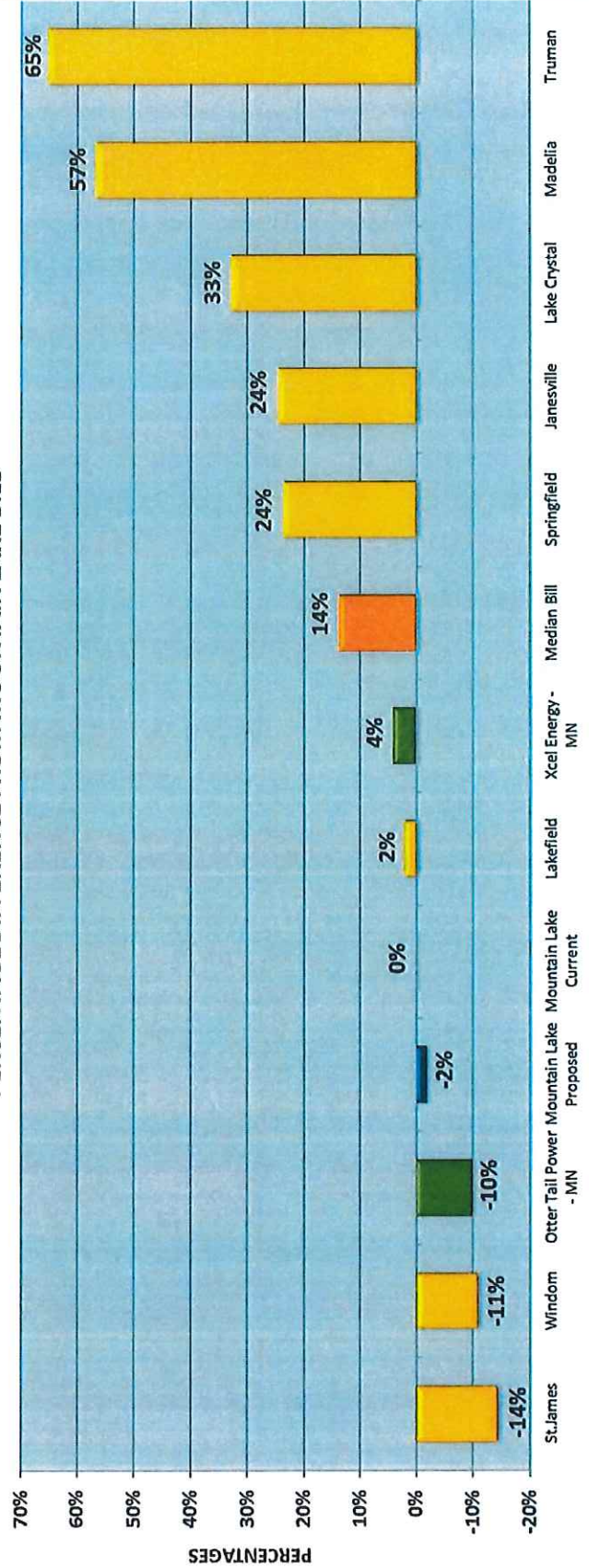
PERCENTAGE DIFFERENCE FROM MOUNTAIN LAKE BILL



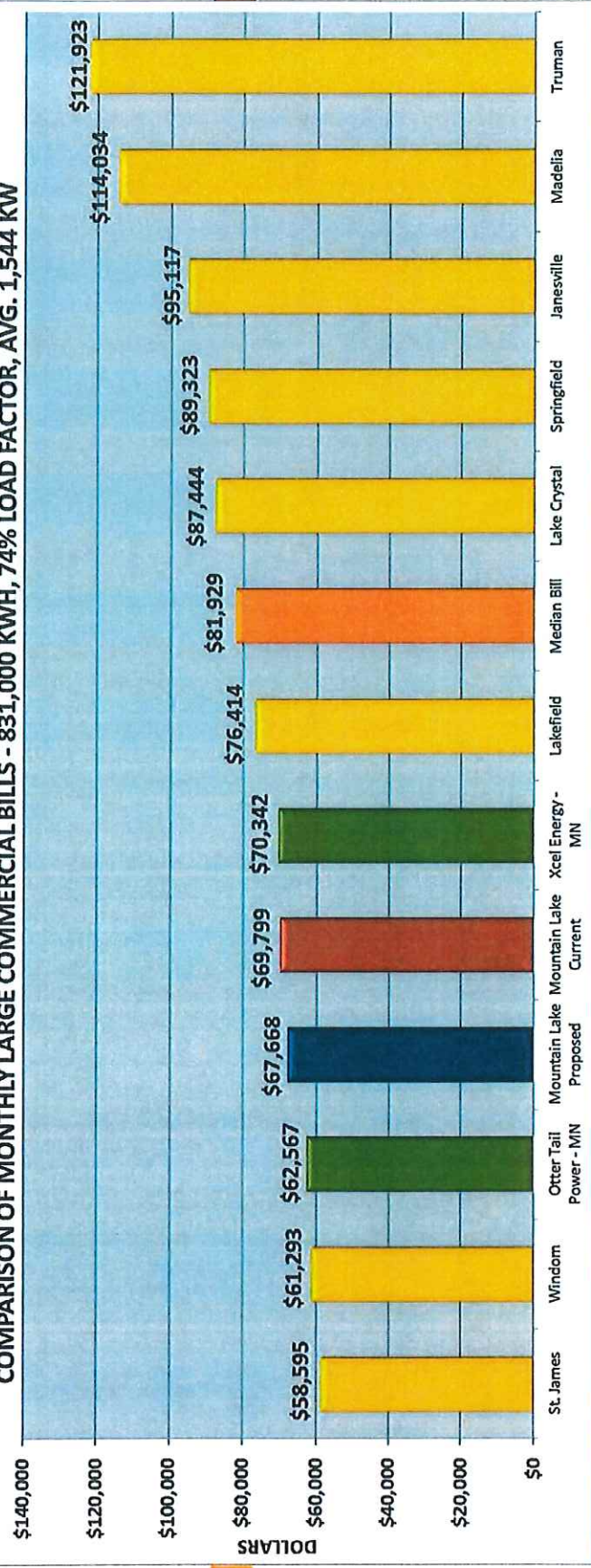
COMPARISON OF MONTHLY LARGE COMMERCIAL BILLS - 38,500 KWH, 57% LOAD FACTOR, AVG. 93 KW



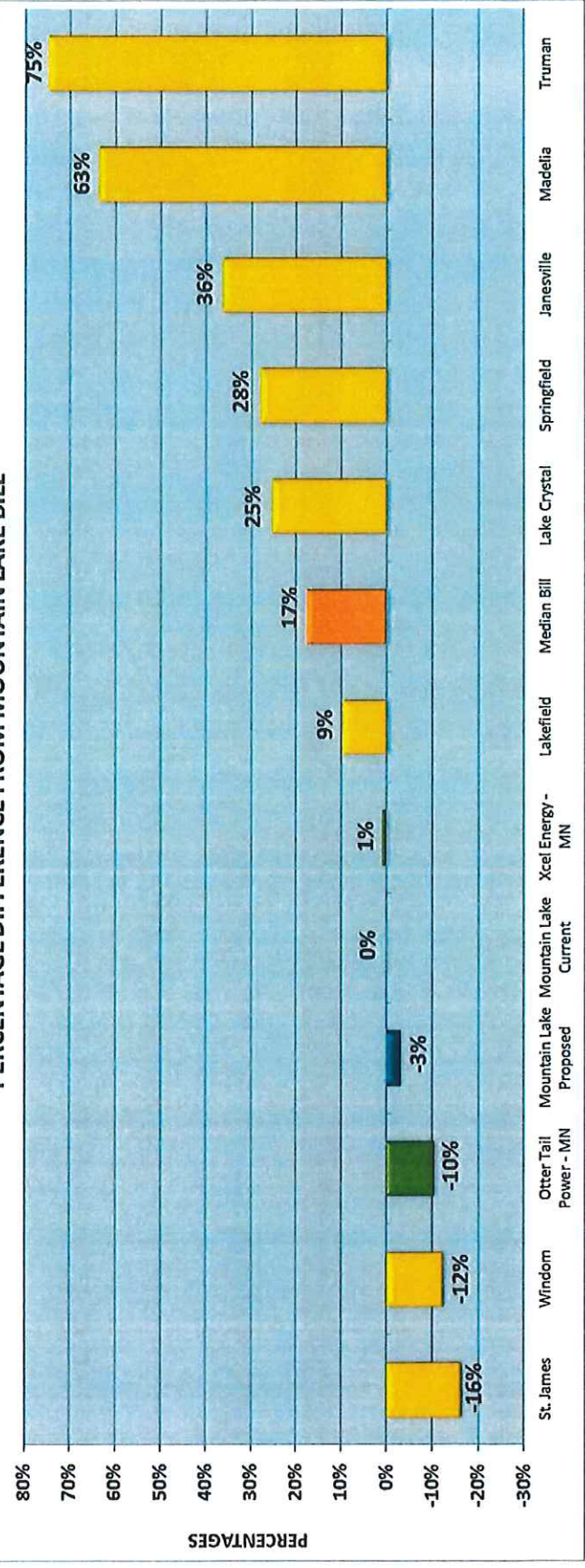
PERCENTAGE DIFFERENCE FROM MOUNTAIN LAKE BILL



COMPARISON OF MONTHLY LARGE COMMERCIAL BILLS - 831,000 KWH, 74% LOAD FACTOR, AVG. 1,544 KW



PERCENTAGE DIFFERENCE FROM MOUNTAIN LAKE BILL



Estimated Impact of Residential Rooftop Solar Generation

26

- Assumption – 5 kW solar system
 - Generates estimated 6,800 kWh / year
 - Average Mountain Lake residential – usage of 9,000 kWh / year
 - Customer must install and maintain the system
- Customer reduces electric bills by \$740 / year
- Mountain Lake avoids power costs of \$375 / year
- Loss of \$365 / year to utility
 - If 78 customers (10%) install solar, rate impact on all customers of 1%
- Possible options to reduce losses
 - Higher customer charges and lower energy rates
 - Demand charges or fixed cost recovery charge?

Summary

27

□ Recommendations:

- Minor Cost of Service adjustments in 2020
 - Stable Rates 2021-2023
- Impacts vary by customer and class
- Continue to monitor cash balances and income
- MRES can assist with changes as necessary

□ Results of Recommendations:

- Rates closer to costs of service
- Enhanced recovery of fixed costs
- Financial position should remain strong
- Rates remain competitive

Mountain Lake Municipal Electric Rate Adjustments
Effective January 1, 2020.
For Usage after January 1, 2020.

New rate will first be noticed on bills due March 5, 2020.

	Current	Effective January 1, 2020
Power Cost Adjustment		
Base cost per KWH	6.5 cents	6.5 cents
Annual Average	-0.0056	-0.0038
Residential		
Customer Base Charge	\$13.00	\$14.00
All Energy	11.25 cents/KWH	11.30 cents/KWH
Rural Residential		
Customer Base Charge	\$16.50	\$17.00
All Energy	11.15 cents/KWH	11.30 cents/KWH
Commercial under 20kW		
Customer Base Charge	\$24.00	\$24.00
All Energy	11.00 cents/KWH	10.90 cents/KWH
Large Commercial and Large Rural Commercial over 20 kW		
Customer charge	\$55.00	\$55.00
Demand Charge	12.40 cents/kW	14.00 cents/kW
Energy Charge per KWH	6.35 cents/KWH	5.80 cents/KWH
City Facilities & Street Lighting		
Customer Base Charge	\$24.00	\$24.00
Energy charge	8.00 cents/KWH	8.60 cents/KWH
Conservation Improvement Plan	1.50%	1.50%
A residential household using 800 KWH of energy a month will see an increase of around \$1.42 a month		
2020 rates were recommended by an electric rate study completed by Missouri River Energy Services in 2019		

Mt. Lake Municipal Utility Water and Sewer Rate Increases Effective January 1, 2020.

For usage after January 1, 2020. New rates will first be noticed on bills due March 5, 2020.

WATER	Old Residential Rate	New Residential Rate	Old Rural Rate	New Rural Rate	Old Commercial Industrial Rate	New Commercial/Industrial Rate
Base	\$31.02	\$31.64	\$32.16	\$32.80	\$31.02	\$31.64
1000-6999 gallons	\$7.18/1000	\$7.32/1000	\$8.04/1000	\$8.20/1000	\$7.75/1000	\$7.91/1000
7000-12999 gallons	\$8.04/1000	\$8.20/1000	\$9.19/1000	\$9.37/1000	\$7.94/1000	\$8.10/1000
13000-25999 gallons	\$9.19/1000	\$9.37/1000	\$10.34/1000	\$10.55/1000		
26000+ gallons	\$10.34/1000	\$10.55/1000	\$11.49/1000	\$11.72/1000		

SEWER	Old Residential Rate	New Residential Rate	Old Rural Rate	New Rural Rate	Old Commercial Industrial Rate	New Commercial Industrial Rate
Base	\$42.23	\$43.07	\$45.04	\$45.94	\$0	\$0
0-3000 gallons water used	\$0		\$0		\$45.04	\$45.94
3001+ gallons water used	\$0		\$0		\$8.44/1000	\$8.61/1000

A residential household using 4000 gallons of water a month will see a water bill increase of \$1.18 a month.

The sewer increase for a residential household is 84 cents a month. Residential sewer is billed at a flat rate.

Only commercial and industrial bills are based on usage.

2% annual increases were recommended by a Water & Sewer Rate Analysis completed by Northland Securities in 2019.

DRAFT 2020 Designations and Appointments

ELECTED OFFICIALS

Mayor Mike Nelson	Term ends 12/31/20
Council Member Andrew Ysker	Term ends 12/31/22
Council Member Dana Kass	Term ends 12/31/22
Council Member David Savage	Term ends 12/31/20
Council Member Darla Kruser	Term ends 12/31/20

ANNUAL DESIGNATIONS AND APPOINTMENTS

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

SOCIAL MEDIA ADMINISTRATORS

Police Department Facebook & Nixle	*Douglas Bristol
	*Will Pohlmann
	*Jacob Vitzum
	**Andrew Kinnetz
	**Jon Beck
City Facebook	*Rob Anderson
	*Tabitha Garloff
	*Michael Schulte

*Reappointment | ** New Appointment

BOARDS AND COMMISSIONS

Library Board - 5 members, 3 year term

Marci Hernandez	1/1/19 - 12/31/21
Rick Herrig	1/1/19 - 12/31/21
Diane Englin	1/1/17– 12/31/19
Vicki Krueger	1/1/17 - 12/31/19
Dennis Chords	1/1/18 - 12/31/20

*Dana Kass, City Council Liaison

Utilities Commission – 5 members, 3 year term

Dean Janzen	1/1/17 - 12/31/19
Mark Langland	1/1/18 - 12/31/20
Susan Garloff	1/1/19 - 12/31/21
Todd Johnson	1/1/19 - 12/31/21
Randy Sawatzky	1/1/19 - 12/31/21

*David Savage, City Council Liaison

Planning and Zoning Commission – 7 members, 3 year term

VACANT	1/1/17 - 12/31/19
Bryan Barga	1/1/17 - 12/31/19
Tim Swoboda	1/1/18 - 12/31/20
Nik Strom	1/1/18 - 12/31/20
Sharron Hanson	1/1/19 - 12/31/21
Douglas Regehr	1/1/19 - 12/31/21
Dean Janzen	1/1/19 - 12/31/21

*Steve Carson, Building Inspector

*Andrew Ysker, Ex officio

Housing and Redevelopment Authority – 5 members, 5 year term

Merv Rempel	1/1/15 - 12/31/19
Yvonne Hildebrandt	1/1/16 - 12/31/20
Clara Johnson	1/1/17 – 12/31/21
James Crawford	1/1/18 - 12/31/22
*James McDonald	1/1/19 - 12/31/23

*Reappointment

** New Appointment

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

*Darla Kruser, Council	1/1/19 - 12/31/20
*Mike Nelson, Council	1/1/19 - 12/31/20
Jason Flanagan	1/1/19 - 12/31/24
Steve Syverson	1/1/14 - 12/31/19
Vern Peterson	1/1/15 - 12/31/20
Jerry Haberman	1/1/15 - 12/31/20
Chuck Stevenson	1/1/17 - 12/31/22
*Clara Johnson, Advisory	
*Brad Hanson, Advisory	
*Dean Janzen, Advisory	

Lake Commission – 7 members, 3 year term

Jean Haberman	1/1/17 - 12/31/19
VACANT	1/1/17 - 12/31/19
Jim Peterson	1/1/18 - 12/31/20
Jason Honkomp	1/1/18 - 12/31/20
Jason Kruser	1/1/19 - 12/31/21
Janell Bargan	1/1/19 - 12/31/21
David Bucklin	1/1/19 - 12/31/21
*Lester Rupp, Advisory	
*Tim Klassen, Advisory	
*Christine Bennett, Advisory	
*Mike Nelson, City Council Liaison	

Police Commission - 5 members, 3 year term

Chad Eken	1/1/17 - 12/31/19
Brian Lunz	1/1/17 - 12/31/19
Jason Flanagan	1/1/18 - 12/31/20
Charles Witt	1/1/18 - 12/31/20
Randy Junker	1/1/19 - 12/31/21
*Dana Kass, City Council Liaison	

*Reappointment

** New Appointment

Tree Commission, 5 members, 3 year term

Steve Harder 1/1/17 - 12/31/19

VACANT 1/1/17 - 12/31/19

David Bucklin 1/1/18 - 12/31/20

Jerry Logue 1/1/18 - 12/31/20

Gary Hildebrandt 1/1/19 - 12/31/21

*Mike Nelson, City Council Liaison

*Rick Oeltjenbruns, Advisory

*Judy Harder, Advisory

Ambulance Service

*David Watkins, Captain

*Emily Adrian, Assistant Captain

*Tim Janzen, Secretary

*Darla Kruser, Treasurer

**Melissa Klassen, Training Officer

* Neal Wenner, Maintenance

Fire Department

*Tim Coners

Chief

*Andrew Ysker

Asst. Chief

**Jordan Brugman

President

**Scott Pankratz

Treasurer

*Jason Kruser

Secretary

*Trey Hopwood

Air Pack Maintenance

*Tim Janzen

Air Pack Maintenance

**Andrew Ysker

Air Pack Maintenance

*Robert Gohr

Training Officer

**Mark Pankratz

Training Officer

**Garret Wall

Training Officer

*Andrew Windschitl

Training Officer

*Taylor Nesmoe

"Grass Rigs" Maintenance

*Andrew Ysker

Pumper Unit 18 Maintenance

*Reappointment

** New Appointment

*Brian Janzen	Rescue Unit 17 Pumper Unit 02 Vehicle Maintenance
**Bob Gohr	Rescue Unit 17 Pumper Unit 02 Vehicle Maintenance
**Andrew Klassen	Rescue Unit 17 Pumper Unit 02 Vehicle Maintenance
*John Carrison	Rescue Unit 17 Pumper Unit 02 Vehicle Maintenance

*Jordan Brugman	Tanker Maintenance
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Relief Association (separate)

President – Taylor Nesmoe

Vice President – Mark Pankratz

Secretary – John Carrison

Treasurer – Dean Willaby

Gambling (separate)

Steve Peters

Daron Friesen

Trey Hopwood

*Reappointment

** New Appointment

City of Mountain Lake, Minnesota

Resolution #1-20

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

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

Whereas, the City of Mountain Lake does, on occasion, experiences unexpected and unbudgeted expenditures.

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

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

This resolution was adopted and approved the City Council on this 6th day of January 2020.

Mike Nelson, Mayor

ATTEST:

Michael Schulte, City Administrator/Clerk

January 1, 2020 General Fund Balance - \$1,446,342.82

The 2020 general fund expenditures budget is \$1,353,576.44

Unassigned 50% is \$676,788.22

Assigned

\$89,507.76 - Police Equipment

\$127,146.68 - Street Dept. Equipment

\$110,173.89 - Cemetery Savings

\$321,990.41 – (Northland) Transfer if Required to Eliminate Downtown Ross Project Deficit.

\$120,735.86 – Unallocated Funds

City of Mountain Lake Investment Policy

Reviewed and adopted by the Mountain Lake City Council on January 6, 2020.

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

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

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

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

CHIEF INVESTMENT OFFICER

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

CONSULTANTS

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

SAFETY OF PRINCIPAL

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

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

COLLATERALIZATION

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

Securities Pledged as Collateral

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

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

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

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

AUTHORIZED INVESTMENTS

Examples of authorized investments are as follows:

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

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

PROHIBITED INVESTMENTS

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

MAXIMUM INVESTMENT

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

POOLING OF INVESTMENTS

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

LIQUIDITY

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

MAXIMUM INTEREST EARNINGS

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

ANNUAL REVIEW

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

CITY OF MOUNTAIN LAKE
Ordinance 1-20
Establishing Rates, Fees and Administrative Fines

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

(Changes from 2019 have been bolded.)

WATER, SEWER AND ELECTRIC UTILITIES

Water Service:

(effective January 1, 2020)

Residential

Base	\$31.64
1,000 to 6,999 gals.	\$7.32 per 1,000
7,000 to 12,999 gals.	\$8.20 per 1,000
13,000 to 25,999 gals.	\$9.37 per 1,000
26,000 gals. and up	\$10.55 per 1,000

Rural

Base	\$32.80
1,000 to 6,999 gals.	\$8.20 per 1,000
7,000 to 12,999 gals.	\$9.37 per 1,000
13,000 to 25,999 gals.	\$10.55 per 1,000
26,000 gals. and up	\$11.72 per 1,000

Industrial/Commercial

Base	\$31.64
1,000 to 50,999 gals.	\$7.91 per 1,000
51,000 gals. and up	\$8.10 per 1,000

Sewer:

(effective January 1, 2020)

Residential:	\$43.07 per month
Rural:	\$45.94 per month
Commercial:	\$45.94 minimum first 3,000 gallons of water used
	\$8.61 excess water usage per 1,000 gallons

Electric:

(effective January 1, 2020)

**** All rates shown are subject to a fuel and/or purchased cost adjustment and states sales tax.**

**** Energy charge is in addition to the minimum charge.**

Residential:

Customer Base Charge	\$14.00
All Energy	11.30 cents per KWH

Rural Residential:

Customer Base Charge	\$17.00
All Energy	11.30 cents per KWH

Commercial under 20kW

Customer Base Charge	\$24.00
All Energy	10.90 cents per KWH

Large Commercial &**Large Rural Commercial Over 20kW**

Customer Base Charge	\$55.00
Demand Charge	\$14.00 per kW
Energy Charge	5.80 cents per KWH

City Facilities and Street Lighting:

Customer Base Charge	\$24.00
Energy Charge	8.60 cents per KWH

Conservation Improvement Plan Surcharge (effective Jan. 1, 2015)	1.5% of electric bill
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Deposits:

Landlord	\$100 per unit, up to \$500 maximum
Homeowner	\$150
Tenant	\$250
Tenant with electric heat	\$300
Contract for Deed Vendor	\$0
Contract for Deed Vendee	\$250

Other Charges:

Late payments charge for payment not received or postmarked after the due date	10% of the bill
Processing delinquent notices fee	\$25
Shut-off fee	\$25
Re-connect fee	\$25
Water line tapping fee	\$205 per connection
Sewer line tapping fee	\$205 per connection

Small Cell

Rent to Collocate on the City Structure \$270 per year

Maintenance Associated with the Collocation \$25 per year

Monthly fee for electrical service as follows:

- i. \$73 per radio node less than or equal to 100 maximum watts;
- ii. \$182 per radio node over 100 maximum watts; or
- iii. The actual cost of electricity if the actual cost exceeds the foregoing.

FIRE DEPARTMENT

Fire Call \$1,000

AMBULANCE DEPARTMENT

Ambulance Call \$650 Base Rate \$15.00 per loaded mile
\$750 Non-Contract Area
\$150 – Lift Assist

PUBLIC WORKS (all prices includes employee):

Sweeper rental: \$250 per hour
Blade rental: \$250 per hour
Roller rental: \$100 per hour
Sidewalk Grinding: \$40 for first crack
\$20 for each following

Salt/Sand Spreading:

Small Lot \$200

Large Lot \$300

Snow Removal Hauling: \$300 per hour

Mowing \$100 per lawn, less than a half hour

\$200 per hour

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

Jet Rodder/Vactor \$200 per hour

Bucket Truck \$250 per hour

Boom Truck \$250 per hour

Patching Streets \$10.50 per square foot

CEMETERY

Grave Lot \$500 each

Grave Open/Close Rates \$600 weekdays (traditional and cremation)

\$800 weekends (traditional and cremation)

ALCOHOL AND TOBACCO LICENSES AND PERMITS

On-sale liquor license, annual fee \$400

Off-sale liquor license, annual fee \$100

Cigarette sales, annual fee \$25.00

ADMINISTRATIVE FEES AND MISCELLANEOUS CHARGES

Copies	\$\$.25 per page
Public Data Requests and City Business Copies	1-19 pgs. – no cost 20 or more pgs. – \$.25/pg.
Faxes (incoming and outgoing)	\$3.00 per page
Laminate (8” by 10”)	\$3.00
Laminate (11” by 14”)	\$3.50
Room Rent (City Hall and Community Center)	\$150.00 + \$150.00 Damage Deposit

POLICE SERVICES

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

LICENSE AND PERMIT FEES

Alcohol Related Items:	
Investigation for initial application	\$50.00
Event permit (with alcohol)	\$250.00 + police coverage costs
Event permit (w/o liquor)	\$150.00 + police coverage costs as determined by the Chief of Police
Other:	
Cat/dog Licenses	\$15 biennially
Solicitor Registration	\$25.00
Golf Cart Permit	\$10.00 annually
Sale of Legal Fireworks License (8.05)	\$5.00

POLICE DEPARTMENT ADMINISTRATIVE FINES - See attached

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

TRAVEL BY ELECTED OFFICIALS OR EMPLOYEES

IRS Mileage Reimbursement Rate **\$0.575 per mile**

IRS Meal Reimbursement Rate

Breakfast	\$13.00
Lunch	\$14.00
Dinner	\$23.00
Incidentals	\$5.00

PLANNING AND ZONING

Rezoning of property	\$100.00
Conditional Use Permit	\$100.00
Subdivision of Property	\$100.00
Variance	\$100.00
Special meeting by request	\$125.00
Appeals	\$100.00
Excavation Permit	no fee
Building Permit Extension (6 mos.)	no fee
Demolition Permit	No fee
Preliminary Plat	\$150 + \$1 per lot
Final Plat	\$100.00
Minor Subdivision Plat	\$100.00
Street/alley Vacation	\$200.00
Annexation	\$250.00 + costs
Failure to obtain building permit	Two (2) times the building fee applicable to the project

Rental License **\$20.00 per building**

Fence under 7 Feet	\$25.00
Siding or Shingles	\$45.00 (includes state surcharge)
Temporary Family	
Health Care Dwelling	\$50.00
Sheds less than 120 sq. ft.	\$0
Building Permit Fees	See attachment, excludes state surcharge
Moving Permit	Actual Costs
Planned Unit Development Application Fee	\$250.00
Utility Water Line Tapping Fee	\$205.00
Utility Sewer Line Tapping Fee	\$205.00
Backyard Chickens License	\$10.00
Small Cell Application	\$100.00

Island View Campground – All fees must be paid at the beginning of stay.

Per Night	\$20
Monthly	\$450
Seasonal (May 1 – October 1)	\$1,700
Winter Storage	\$100

Adopted by the City Council this 6th day of January 2020.

ATTEST:

Mike Nelson, Mayor

Michael Schulte, City Administrator/Clerk



Data Practices Policy: City of Mountain Lake

Requests for Data About You and Your Rights as a Data Subject

Minnesota Statutes, sections 13.025 and 13.03 require this policy.

What is a “Data Subject”?

When government has information recorded in any form (paper, harddrive, voicemail, video, email, etc.), that information is called “government data” under the Government Data Practices Act (Minnesota Statutes, Chapter 13). When we can identify you in government data, you are the “data subject” of that data. The Data Practices Act gives you , as a data subject, certain rights. This policy explains your rights as a data subject, and tells you how to request data about you, your minor child, or someone for whom you are the legal guardian.

When Admin Has Data About You

The City of Mountain Lake has data on many people, such as employees, job applicants, vendors, etc. We can collect and keep data about you only when we have a legal purpose to have the data. Admin must also keep all government data in a way that makes it easy for you to access data about you.

Government data about an individual have one of three “classifications.” These classifications determine who is legally allowed to see the data. Data about you are classified by state law as public, private, or confidential. Here are some examples:

Public Data

The Data Practices Act presumes that all government data are public unless a state or federal law says that the data are not public. We must give public data to anyone who asks. It does not matter who is asking for the data or why the person wants the data. The following are examples of public data about you that we might have:

The following is are examples of public data about you: [Your name on an application for a license from the city or the names of all City of Mountain Lake employees.](#)

Private data

We cannot give private data to the general public. We can share your private data with you, with someone who has your permission, with our government entity staff whose job requires or permits them to see the data, and with others as permitted by law or court order. The following is an example of private data about you that we might have:

The following is an example of private data about you: [Social Security Numbers.](#)

Confidential Data

Confidential data have the most protection. Neither the public nor you can access confidential data even when the confidential data are about you. We can share confidential data about you with our government entity staff

who have a work assignment to see the data, and to others as permitted by law or court order. The following is an example of confidential data about you:

The following is an example of confidential data about you: *The identity of the subject of an active criminal investigation.*

Your Rights Under the Government Data Practices Act

As a data subject, you have the following rights.

Access to Your Data

You have the right to look at (inspect), free of charge, public and private data that we keep about you. You also have the right to get copies of public and private data about you. The Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

Also, if you ask, we will tell you whether we keep data about you and whether the data are public, private, or confidential.

As a parent, you have the right to look at and get copies of public and private data about your minor children (under the age of 18). As a legally appointed guardian, you have the right to look at and get copies of public and private data about an individual for whom you are appointed guardian.

Minors have the right to ask us not to give data about them to their parent or guardian. If you are a minor, we will tell you that you have this right. We will ask you to put your request in writing and to include the reasons that we should deny your parents access to the data. We will make the final decision about your request based on your best interests.

When We Collect Data From You

When we ask you to provide data about yourself that are not public, we must give you a notice called a Tennessean warning. The notice controls what we do with the data that we collect from you. Usually, we can use and release the data only in the ways described in the notice.

We will ask for your written permission if we need to use or release private data about you in a different way, or if you ask us to release the data to another person. This permission is called informed consent.

If you want us to release data to another person, you must use the consent form we provide.

Protecting Your Data

The Data Practices Act requires us to protect your data. We have established appropriate safeguards to ensure that your data are safe.

In the unfortunate event that we determine a security breach has occurred and an unauthorized person has gained access to your data, we will notify you as required by law.

When Your Data are Inaccurate or Incomplete

You have the right to challenge the accuracy and/or completeness of public and private data about you. You also have the right to appeal our decision. If you are a minor, your parent or guardian has the right to challenge data about you.

How to Make a Request For Your Data

You can ask to look at (inspect) data at our office, or ask for copies of data that we have about you, your minor child, or an individual for whom you have been appointed legal guardian.

Make a written request. You may make your request by mail, fax, email, or in person during City Hall hours to the Data Practices Compliance Officer, using the data request form on page 8.

We recommend using the sample **Data Request Form – Data Subjects** on page 8. If you do not choose to use the data request form, your request should:

- Say that you are making a request as a data subject, for data about you (or your child, or person for whom you are the legal guardian), under the Government Data Practices Act (Minnesota Statutes, Chapter 13).
- Include whether you would like to inspect the data, have copies of the data, or both.
- Provide a clear description of the data you would like to inspect or have copied.
- Provide proof that you are the data subject or data subject's parent/legal guardian.

We require proof of your identity before we can respond to your request for data. If you are requesting data about your minor child, you must show proof that you are the minor's parent. If you are a legal guardian, you must show legal documentation of your guardianship. Please see the Standards for Verifying Identity on page 9. If you do not provide proof that you are the data subject, we cannot respond to your request.

How We Respond to a Data Request

Upon receiving your request, we will review it.

- We may ask you to clarify what data you are requesting.
- We will ask you to confirm your identity as the data subject.

If we do not have the data, we will notify you in writing within 10 business days.

- If we have the data, but the data are confidential or not public data about someone else, we will notify you within 10 business days and identify the law that prevents us from providing the data.
- If we have the data, and the data are public or private data about you, we will respond to your request within 10 business days by doing one of the following:
 - Arrange a date, time, and place to inspect data in our offices, for free, or
 - Provide you with the data within 10 business days. You may choose to pick up your copies, or we will mail or fax them to you. We will provide electronic copies (such as email or CD-ROM) upon request if we keep the data in electronic format

We will provide notice to you about our requirement to prepay for copies.

Following our response, if you do not make arrangements within 10 business days to inspect the data or pay for the copies, we will conclude that you no longer want the data and will consider your request closed.

- After we have provided you with your requested data, we do not have to show you the same data again for 6 months unless there is a dispute about the data or we collect or create new data about you.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please tell the person who provided the data to you. We will give you an explanation if you ask.

The Data Practices Act does not require us to create or collect new data in response to a data request, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request. If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

In addition, we are not required to respond to questions that are not about your data requests, or that are not requests for government data.

Data Practices Contacts

Responsible Authority

Michael Schulte
Administrator/Clerk
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 1
Fax: 507-427-3327
mschulte@mountainlakemn.com

Data Practices Compliance Official

Michael Schulte

Data Practices Designees By Division

City of Mountain Lake:

Dawn Fast
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 7
dfast@mountainlakemn.com

Mountain Lake Municipal Utilities:

Lynda Cowell
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 6
lcowell@mountainlakemn.com

Mountain Lake Police Department

Douglas Bristol
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 2
Fax: 507-427-3327
dbristol@mountainlakemn.com

Copy Costs – Data Subjects

Minnesota Statutes, section 13.04, subdivision 3 allows us to charge for copies.

You must pay for the copies before we will give them to you.

We do not charge for copies if the request is less than 20 pages.

Actual Cost of Making the Copies

We will charge the actual cost of making copies for data about you. In determining the actual cost, we include the employee-time to create and send the copies, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs such as postage (if any).

If your request is for copies of data that we cannot copy ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

The cost of employee time to make copies is \$25.00 per hour.

Copy Charges Set by Ordinance = \$0.25 per page

We do not charge for other types of copies if the cost is less than \$5.00

If, because of the subject matter of your request, we find it necessary for a higher-paid employee to search for and retrieve the data, we will calculate the search and retrieve portion of the copy charge in at the higher salary/wage.

Data Request Form – Data Subject

Request date: _____ **Contact information:** _____

Data Subject Name:

Parent/Guardian Name (if applicable):

phone number/email address:

To request data as a data subject, you must show a valid state ID, such as a driver's license, military ID, or passport as proof of identity.

The data I am requesting:

Describe the data you are requesting as specifically as possible.

I am requesting access to data in the following way:

- ☐ Inspection
- ☐ Copies
- ☐ Both inspection and copies

We will respond to your request within 10 business days

To Be Completed By Staff Member Responding to Data Request:

Identity Confirmed:

Date:

Staff Name:

Standards For Verifying Identity

The following constitute proof of identity:

- An adult individual must provide a valid photo ID, such as
 - a driver's license
 - a state-issued ID
 - a tribal ID
 - a military ID
 - a passport
 - the foreign equivalent of any of the above
- A minor individual must provide a valid photo ID, such as
 - a driver's license
 - a state-issued ID (including a school/student ID)
 - a tribal ID
 - a military ID
 - a passport
 - the foreign equivalent of any of the above
- The parent or guardian of a minor must provide a valid photo ID and either
 - a certified copy of the minor's birth certificate or
 - a certified copy of documents that establish the parent or guardian's relationship to the child, such as
 - a court order relating to divorce, separation, custody, foster care
 - a foster care contract
 - an affidavit of parentage
- The legal guardian for an individual must provide a valid photo ID and a certified copy of appropriate documentation of formal or informal appointment as guardian, such as
 - court order(s)
 - valid power of attorney

Note: Individuals who do not inspect data or pick up copies of data in person may be required to provide either notarized or certified copies of the documents that are required or an affidavit of ID.



Data Practices Policy: City of Mountain Lake

Data Practices Policy For the Public

Minnesota Statutes, sections 13.025 and 13.03 require this policy.

Your Right to See Public Data

The Government Data Practices Act (Minnesota Statutes, Chapter 13) presumes that all government data are public unless a state or federal law says the data are not public. Government data means all recorded information a government entity has, including paper, email, flash drives, CDs, DVDs, photographs, etc.

The law also says that the Department of Administration (“Admin”) must keep all government data in a way that makes it easy for you to access public data. You have the right to look at (inspect), free of charge, all public data that we keep. You also have the right to get copies of public data. The Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

How to Request Public Data

You can ask to look at (inspect) data at our office or ask for copies of public data that we keep. Data requests must be in writing, and must be mailed or emailed to Admin’s Data Practices Compliance Official (“DPCO”) or another appropriate designee listed in the Data Practices Contacts on page 4. If you have any questions about making a data request, contact our DPCO.

We recommend using the sample **Data Request Form – Members of the Public** on page 6. If you do not use the data request form, your request should:

- Say that you are making a request for public data under the Government Data Practices Act (Minnesota Statutes, Chapter 13).
- Include whether you would like to inspect the data, have copies of the data, or both.
- Provide a clear description of the data you would like to inspect or have copied.

You are not required to identify yourself or explain the reason for your data request. However, you may need to provide us with some personal information for practical reasons (for example: if you want us to mail copies to you, you need to provide us with an address or P.O Box). If we do not understand your request and have no way to contact you, we cannot respond to your request.

How We Will Respond to Your Data Request

Upon receiving your request, we will review it.

- We may ask you to clarify what data you are requesting.
- If we do not have the data, we will tell you as soon as reasonably possible.
- If we have the data, but we are not allowed to give it to you, we will tell you as soon as reasonably possible and identify the law that prevents us from providing the data.
- If we have the data, and the data are public, we will respond to your request appropriately and promptly, within a reasonable amount of time by doing one of the following:
 - Arrange a date, time, and place for you to inspect the data at our offices; or

- Tell you the amount you owe for copy costs, and then provide you with copies of the data as soon as reasonably possible after you pay them. You may choose to pick up your copies, or we will mail or email them to you. We will provide electronic copies (such as email or CD-ROM) upon request, if we keep the data in that format and we can reasonably make a copy.
- Response time may be impacted by the size and/or complexity of your request, and also by the number of requests you make in a given period of time.
- If you do not arrange to inspect the data or pay for the copies within 10 business days after we tell you the data are ready, we will conclude that you no longer want the data and will consider your request closed.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please tell the person who provided the data to you. We will give you an explanation if you ask.

The Data Practices Act does not require us to create or collect new data in response to a data request, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request. If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

We are also not required to respond to questions that are not about your data requests, or requests for government data.

Requests for Summary Data

Summary data are statistical records or reports created by removing identifying information about individuals from entirely private or confidential data. We will create summary data if you request it in writing and pre-pay for the cost of creating the data.

You may use the data request form on page 8 to request summary data. We will respond to your request within ten business days with the data or details of when the data will be ready and how much we will charge you.

Data Practices Contacts

Responsible Authority

Michael Schulte
Administrator/Clerk
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 1
Fax: 507-427-3327
mschulte@mountainlakemn.com

Data Practices Compliance Official

Michael Schulte

Data Practices Designees By Department

City of Mountain Lake:

Dawn Fast
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 7
dfast@mountainlakemn.com

Mountain Lake Municipal Utilities:

Lynda Cowell
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 6
lcowell@mountainlakemn.com

Mountain Lake Police Department

Douglas Bristol
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159
507-427-2999 Ext. 2
Fax: 507-427-3327
dbristol@mountainlakemn.com

Copy Costs – When You Request Public Data

We charge for copies of government data when the total charges are \$5.00 or more. Minnesota Statutes, section 13.03, subdivision 3(c) allows us to charge for copies. Multiple requests made within the same 10 business-day period will be treated as a single request, for the purposes of calculating whether the \$5.00 minimum is met. Copy costs must be paid in full before Admin will provide the requested copies. Multiple requests made within the same 10 business-day period will be treated as a single request for the purposes of calculating total copy costs.

For 100 or fewer paper copies – 25 cents per page

100 or fewer pages of black and white, letter or legal size paper copies cost 25¢ for a one-sided copy, or 50¢ for a two-sided copy.

Most other types of copies – actual cost

The charge for most other types of copies, when a charge is not set by statute or rule, is the actual cost of searching for and retrieving the data, and making the copies or electronically sending the data.

In determining the actual cost of making copies, we include employee time, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs (if any). If your request is for copies of data that we cannot copy ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

If, based on your request, we find it necessary for a higher-paid employee to search for and retrieve the data, we will calculate search and retrieval charges at the higher salary/wage.

If possible, and upon request, we will provide you with an estimation of the total cost of supplying copies.

City of Mountain Lake Data Request Form – Requesting Public Data

Request date:

The data I am requesting:

Describe the data you are requesting as specifically as possible.

I am requesting access to data in the following way:

☐ Inspection

☐ Copies

☐ Both inspection and copies

Note: Inspection is free but we will charge for copies if the total charges are \$50.00 or more.

Contact information (optional)*

Name:

phone number: email

address:

address:

We will respond to your request as soon as reasonably possible.

* You do not have to provide any contact information. However, if you want us to mail/email you copies of data, we will need some type of contact information. We also need contact information if we do not understand your request. We will not work on your request until we can clarify it with you.

2011 – 2019 City of Mountain Lake Building, Shingling and Siding Permit Summary

2019 Building Permits	13 permits, Value of \$1,851,283.32
2019 Shingling/Siding Permits	20 permits
2019 Mechanical Permits	25 permits
2019 Fence Permits	3 permits
2019 Shed Permits	3 permits (zoning)
2019 Deck Permits	3 permits
2018 Building Permits	18 permits, Value of \$752,457.87
2018 Shingling/Siding Permits	16 permits
2018 Mechanical Permits	16 permits
2018 Fence Permits	4 permits
2018 Shed Permits	2 shed permits
2017 Building Permits	22 Permits, Value of \$482,561
2017 Shingling/Siding Permits	19 Permits
2017 Mechanical Permits	20 Permits
2017 Fence Permits	5 Permits
2017 Shed Permits	3 Permits
2016 Building Permits	28 Permits, Value of \$409,613
2016 Shingling/Siding Permits	30 Permits
2016 Mechanical Permits	4 Permits
2016 Fence Permits	11 Permits
2015 Building Permits	27 Permits, Value of \$227,170.75
2015 Shingling/Siding Permits	50 Permits
2014 Building Permits	29 Permits, Value of \$4,652,923.11
2014 Shingling/Siding Permits	50 Permits
2013 Building Permit	28 Permits, Value of \$1,192,830
2013 Shingling/Siding Permit	138 Permits
2012 Building Permits	47 Permits, Value of \$2,937,999
2012 Shingling/Siding Permits	38 Permits
2011 Building Permits	24 Permits, Value \$300,520
2011 Shingle/Siding Permits	60 Permits

Seniority List for the City of Mountain Lake

1/1/20

<u>Date of Hire</u>	<u>Years of Service</u> <u>Last Anniversary</u>	<u>Name</u>	<u>Department</u>
06/27/84	35 years	Lynda Cowell	Utilities
06/01/91	28 years	Rick Oeltjenbruns	Street Dept. Head
08/26/91	28 years	Dawn Fast	Deputy Clerk/Administrator
09/01/91	28 years	Carol Lehman	Library Director
03/04/96	23 years	David Watkins	Electric/Water/Sewer
12/15/97	22 years	Doug Bristol	Police Chief
04/17/00	19 years	Ronald Melson	Electric Dept. Head
12/19/00	19 years	Daron Friesen	Street Department
10/13/03	16 years	Steve Peters	Street Department
01/03/06	13 years	Robert Anderson	EDA
8/10/15	4 years	William Pohlmann	Police Officer
11/30/15	4 years	Jacob Vitzthum	Police Officer
1/2/18	1 years	Taylor Nesmoe	Water/Wastewater Foreman
4/26/18	1 years	Michael Schulte	City Administrator/Clerk
9/10/18	1 years	Lane Anderson	Lineman
8/5/19	0 years	Scott Pankratz	Water/Wastewater Worker
10/22/19	0 years	Andrew Kinnetz	Police Officer

Part-Time/Seasonal

1/94	25 years	Sandra Schroder	Assistant Library Director
5/08	11 years	Rosie Dick	Library Assistant
7/17/17	2 years	Tabitha Garloff	EDA
12/17	2 years	George Gohr	Warming House Attendant
8/23/18	1 years	Dana Schroder	Library Assistant
10/8/18	1 years	Scott Pankratz	Com. Center Maintenance
9/16/19	0 years	John Beck	Police Officer

Contract

Dennis Hulzebos, Custodial – Library
 Steven Carson, Building Official
 Ryan Mihalak, MMUA Safety Coordinator
 Maryellen Suhrhoff, Muske, Suhrhoff, and Pidde, City Attorney
 Bolton & Menk, City Engineer, Owen Todd
 John Ysker, Burn Site Attendant

1-3 Summer Employees



December 5, 2019

Dear Member,

Enclosed is a check for your share of the \$2.5 million dividend being returned to members of the League of Minnesota Cities Insurance Trust's property/casualty program for 2019. Also enclosed is an information sheet showing the data used to calculate your dividend, and your dividend history. Your agent will also receive this information, and we encourage you to share it with the city council or other governing body.

Dividend Formula

The formula for calculating dividends is designed to return proportionally larger amounts to members with a longer history of coverage with the Trust and greater success in avoiding and controlling claims. Your share was determined based on your gross earned premiums and total adjusted claims for the past 20 years, as shown on the enclosed information sheet. As you review these numbers, keep these definitions in mind:

- *Gross Earned Premium:* This is the total of all earned premiums for the past 20 years as of May 31.
- *Adjusted Loss:* This is claim costs for the past 20 years, minus applicable deductibles, and after capping each individual large claim. Individual claims are capped at the lesser of \$200,000 or 200 percent of the annual premium for the year of the loss to lessen the impact of a catastrophic claim.

Dividend Amounts

The amount of this year's dividend reflects an increase in total incurred costs in recent years, in large part because of exceptionally high property losses and increased police and employment liability claims. Changing loss patterns like these, actuarial projections, investment results, legislative and coverage changes, and our strategic decisions about things like the most cost-effective way to structure our reinsurance purchases can all affect the availability and amount of dividends from year to year. Trust representatives will be talking with members and insurance agents over the coming year to gather information for our discussion about the relative benefits of regular dividends versus lower up-front premiums, keeping in mind our overarching goals of maintaining a healthy fund balance and preserving rate stability.

Thank you for your continued membership with the Trust. We appreciate your confidence and the chance to partner with you to serve your community. Feel free to contact Laura Honeck, Trust Operations Manager, at lhoneck@lmc.org or 651-281-1280 if you have any questions, comments, or need additional information.

Sincerely,

The League of Minnesota Cities Insurance Trust Board of Trustees

Jake Benson, Councilmember, Proctor
Dave Callister, City Manager, Plymouth
Clint Gridley, City Administrator, Woodbury
D. Love, Councilmember, Centerville

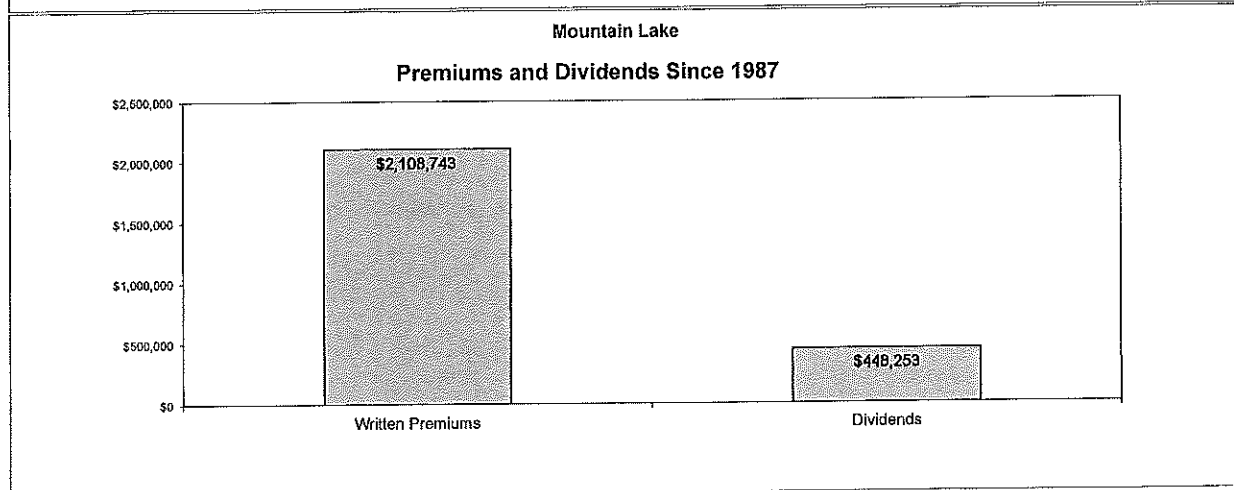
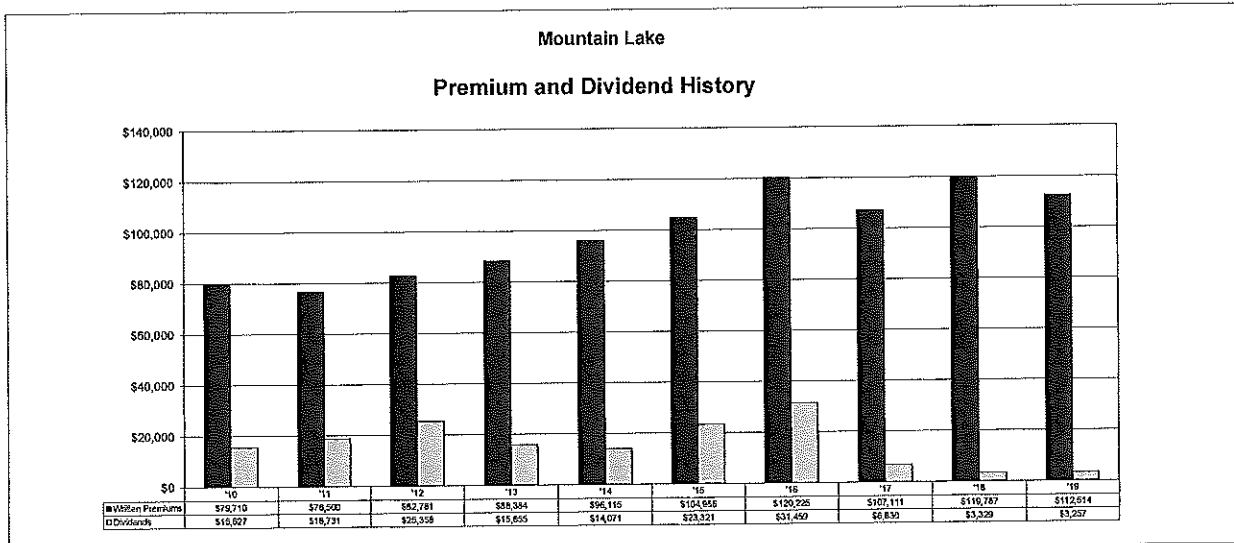
Lisa Sova, City Administrator, Crosby
Dave Unmacht, Executive Director, LMC
Alison Zelms, Deputy City Manager, Mankato

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
PROPERTY/CASUALTY
2019 DIVIDEND CALCULATION
AT MAY 31, 2019

Farmers State Corporation
Po Box 430
Mountain Lake MN 56159-0430

Mountain Lake
Po Box C
Mountain Lake, MN 56159-0320

GROSS EARNED PREMIUM **\$1,455,927**
ADJUSTED LOSSES **\$566,811**
MEMBERS DIVIDEND PERCENTAGE **0.00130276616**
DIVIDEND AMOUNT **\$3,257**



The "gross earned premium" figure is the member's total earned premiums as of May 31, 2019 for the past 20 years. This is the premium figure that's used in the dividend calculation.
The "2019 written premium" figure is the member's total premium for the member's most recent renewal prior to May 31, 2019 (for most members, only a portion of that 2019 written premium would be earned as of May 31, 2019).

0744



**LEAGUE of
MINNESOTA
CITIES**

145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044
(651) 281-1200
WWW.LMC.ORG



DATE

December 4, 2019

NO. 178714

AMOUNT

\$3,257.00

PAY

*** Three Thousand Two Hundred Fifty Seven and 00/100

US Dollar

OTHER
ORDER
OF

City of Mountain Lake

PO Box C
Mountain Lake, MN 56159-0320

⑈ 178714 ⑈ ⑆091000022⑆ 104755879665⑈

Check 178714 Date of check 12/4/2019

Vendor : 100545, City of Mountain Lake

Invoice number Invoice date Payment amount

2019 PC Dividen 12/1/2019 3,257.00

Total

3,257.00

CITY OF MOUNTAIN LAKE, MN

ORDINANCE #2-20

AN ORDINANCE OF THE CITY OF MOUNTAIN LAKE AMENDING CHAPTER 8: SECTION 8.01. STORAGE, DEPOSIT, AND DISPOSAL OF REFUSE; STORAGE OF JUNK VEHICLES, HOUSEHOLD FURNISHINGS, AND APPLIANCES ON PUBLIC OR PRIVATE PROPERTY; ABANDONING OR STORING A VEHICLE; NUISANCE.

The City Council of the City of Mountain Lake ordains that *Section 8.01 be amended as follows:*

Added language is *italicized*.

Subdivision 1. Definitions. The following terms, as used in this Section, shall have the meanings state:

1. “Abandon” – A motor vehicle as defined in Minnesota State Statute 169.01 and has remained illegally on public or private property for more than 48 hours, is in an inoperable condition, lacking vital components.
2. “Commercial Establishment” – Any premises, where a commercial or industrial enterprise of any kind is carried on, and shall include restaurants, clubs, churches, and schools where food is prepared or served.
3. “Inoperable” – Any motor vehicle as defined in Minnesota Statutes, Chapter 169.
4. “Junk Vehicle”
 - a. Any unlicensed or unregistered motor vehicle or any inoperable vehicle.
 - b. Is extensively damaged, with the damage including but not limited to things as broken or missing wheels, motor, drive train or transmission;
5. “Motor Vehicle” – A vehicle as defined in Minnesota Statutes, Chapter 169. "Motor vehicle" means every vehicle which is self-propelled and every vehicle which is propelled by electric power obtained from overhead trolley wires. Motor vehicle does not include an electric personal assistive mobility device or a vehicle moved solely by human power.
6. “Multiple Dwelling” – Any building used for residential purposes consisting of more than four dwelling units with individual kitchen facilities in each.
7. “Lawfully Erected Building”, Shall follow the Minnesota State Building Code which provides for the Application, Administration, and Enforcement of the Minnesota State Building Code by regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of all buildings and or structures in the City; provides for the issuance of

permits and collection of fees thereof; provides penalties for violation thereof; repeals all ordinances and parts of ordinances that conflict therewith.

8. “Recycle materials or recyclables” – Materials that are separated from the mixed municipal solid waste for the purpose of recycling.
9. “Recycling” - The process of collecting and preparing recyclable materials and useable materials in the original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.
10. “Recycling Collection” – The collection of recyclable materials from the residence or commercial dwelling in a manner specified by the City.
11. “Refuse” – All waste, garbage, rubbish, trash or debris of all kinds that accumulate, organic and inorganic, including but not limited to, food, food products, bottles, cans, glassware, paper or paper products, rags, discarded clothing and other household waste, tires, scrap metal, ash, trees, lawn clippings, animal waste and waste resulting from building construction or demolition. It does not include industrial waste, hazardous wastes, human waste or other waste managed as waste streams separate from mixed municipal solid waste. However, nothing herein shall prevent a homeowner from having a compost pile in his or her back yard if it is properly maintained so that it does not become a public nuisance, cause objectionable odors, or harbor rodents or vermin.
12. “Residential Dwelling” – Any single building consisting of one to four dwelling units with individual facilities for each unit.
13. “Vehicle” – Any motor vehicle or recreational vehicle or farm implement.
14. *“Person” - For purposes of this section, persons responsible for compliance of this section shall include any person or legal entity in charge or control of any property within the city, whether as owner, tenant, occupant, lessee or otherwise and owners of such vehicles regulated by this ordinance.*

Subdivision 2. Storage and Deposit of Refuse.

1. It is unlawful for any person to store refuse on residential dwelling premises for more than one week. All such storage shall be in five- to thirty- gallon metal or plastic containers with tight-fitting covers, or in bags or containers authorized by the City’s garbage contractor, which shall be maintained in a clean and sanitary condition; provided, however, that tree leaves weeds and grass clippings may be store in plastic bags and tree limbs must be stored in bundles weighing no more than seventy-five pounds and no longer than four feet.

2. It is unlawful for any person to store refuse on multiple dwelling premises for more than one week. Such storage shall be in containers as for residential dwelling premises, except that so-called “dumpsters” with close-fitting covers may be substituted.
3. It is unlawful for any person to store refuse on commercial establishment premises for more than one week or at more frequent intervals if the City orders that it is necessary to protect the public health. Such storage shall be in containers as for residential dwelling premises, except that so-called “dumpsters” with close-fitting covers may be substituted.
4. Unless the collector agrees to another location on the premises, waste must be deposited for collection adjacent to the street or alley that the collector will use. It must be in one place at ground level and off the traveled roadway. Waste may not remain adjacent to a street or alley for a period longer than twenty-four (24) hours if not collected and must be removed by the tenant, lessee, owner or occupant.
5. It is unlawful for any person to store organic refuse unless it is drained and wrapped.
6. A person must not deposit waste into a waste container owned by another without the other person’s prior permission.
7. A person must not permit waste to accumulate on property under that person’s control if it constitutes a nuisance by reason of appearance, odor, sanitation, or is a fire hazard.
8. It is unlawful for any person to deposit refuse from any source, rubbish, offal or the body of a dead animal, in any place other than a site approved by the City or other governmental agency with regulatory authority.
9. It is unlawful for any person to store, deposit or dispose of any refuse, which is in flames or heated to the point where it could cause the danger of fire in other refuse.
10. Operation of Sanitary Landfill or other Disposal Sites. The Council may, by resolution, adopt, and from time to time amend, adjust and revise such rules, regulations, rates and charges as it deems necessary or proper for the proper disposal of refuse at a sanitary landfill or other disposal sites. It may give notice of any such action, as it deems necessary.

Subdivision 3. Storage of Motor Vehicles and/or Junk Vehicles.

1. It is unlawful for any person to park or store any unlicensed, unregistered or inoperable motor vehicle, or parts or components thereof on any property, public or private, unless housed within a lawfully erected building.
2. It is unlawful for any person to utilize off street automobile parking space shall for open storage or for the storage of vehicles which are inoperable, for sale or for rent.

3. It is unlawful for any person to park or store any junk vehicle or parts or components thereof on any property, public or private, unless housed within a lawfully erected building. This section shall not apply to premises on which a junk dealer lawfully carries on such business.

Subdivision 4. Household Furnishings and Appliances,

1. It is unlawful for any person to store any household furnishings, appliances or parts or components thereof on any property, public or private, unless housed within a lawfully erected building.
2. It is unlawful for any person being the owner or in possession or control thereof, to store or dispose of an unused refrigerator, ice box, or other container, sufficiently large to retain any child and with doors which fasten automatically when closed, on his property in a manner accessible to children, without removing the doors, lids hinges, or latches.

Subdivision 5. Construction Materials.

It is unlawful for any person to store any lumber and construction materials, shingles, lawn pavers, decking materials or components thereof, on any property, public or private, unless housed within a lawfully erected building. This section shall not apply to lumber and construction materials if the occupant of the premises has a valid building permit.

Subdivision 6. Miscellaneous Waste.

1. Waste Oil. A person may not place used oil in mixed solid waste or place used oil in or on the land unless approved by the MPCA.
2. Household Waste. All household hazardous wastes shall be disposed of through the Cottonwood County Household Hazardous Waste Program, or a facility designated by the Cottonwood County Board.
3. Lead Acid Batteries. A person may not place a lead acid batter in mixed municipal solid waste or dispose of a lead acid battery. Lead acid batteries are to be taken to a lead acid battery recycling facility.

Subdivision 7. Violation.

Any violation of this section is declared to be a nuisance and upon ten (10) days written notice to any person responsible for compliance and the owner of private premises on which such material is found, and after providing an opportunity to request a hearing, the City may remove the same and certify the cost of such removal as any other special assessment pursuant to the procedure set forth in Section 8.03, Subdivision 6.

Passed by the City Council of Mountain Lake, Minnesota this 21st day of January, 2020.

Mike Nelson, Mayor

Attest:

Michael Schulte, City Administrator