

**Regular Council Meeting  
Mountain Lake City Hall  
Monday, October 1, 2018  
6:30 p.m.**

**AGENDA**

1. Meeting Called to Order  
    \*Further information on agenda item is attached
2. Approval of Agenda and Consent Agenda
  - a. Bills: Check #21622-21667, 565E (1-5)
  - b. Payroll Check #64131-64146
  - c. Approval of September 13 Utilities Commission Minutes (6-7)
  - d. Approval of September 17 City Council Minutes (8-12)
  - e. Approval of 2019 Capital Improvement Plan (13-14)
3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern with the Council.
4. Street Department Update – Rick Oeltjenbruns, Street Superintendent
  - a. Review and Approve Snow Removal Policy (15-17)
5. Fire Department Personnel
6. Quotes for 2<sup>nd</sup> Avenue Repairs & Concrete Repairs (18-20)
7. Community Center Update
  - a. Food Shelf Open House – 3:00PM-5:00PM Sunday, October 21<sup>st</sup>
  - b. Installation of New South Door (21-22)
8. Set Coffee with the Council Time and Date
9. City Attorney Report
  - a. Ordinance #3-18 Third Reading & Approval – Clarifying Compensation for Mayor & City Council (23)
10. City Administrator Report
11. Adjourn

**\*Check Detail Register©**

September 2018 to October 2018

October 1, 2018  
mtg21622-21667  
565E

			Check Amt	Invoice	Comment
<b>10100 United Prairie</b>					
Paid Chk#	021622	9/18/2018	<b>CTTWD COUNTY PLANNING &amp; ZONING</b>		
E 507-46103-430	Miscellaneous		\$20.00		BUILDING PERMIT FOR PERGOLA AT BEACH
Total	<b>CTTWD COUNTY PLANNING &amp; ZONING</b>		\$20.00		
Paid Chk#	021623	9/27/2018	<b>AFLAC</b>		
G 101-21713	AFLAC		\$249.64		
Total	<b>AFLAC</b>		\$249.64		
Paid Chk#	021624	9/27/2018	<b>AFSCME COUNCIL 65</b>		
G 101-21707	Union Dues		\$157.86		
Total	<b>AFSCME COUNCIL 65</b>		\$157.86		
Paid Chk#	021625	9/27/2018	<b>BCBS/HSA</b>		
G 101-21714	HSA		\$731.59		
Total	<b>BCBS/HSA</b>		\$731.59		
Paid Chk#	021626	9/27/2018	<b>COMMISSIONER OF REVENUE</b>		
G 101-21702	State Withholding		\$820.40		
Total	<b>COMMISSIONER OF REVENUE</b>		\$820.40		
Paid Chk#	021627	9/27/2018	<b>GISLASON &amp; HUNTER</b>		
G 101-21712	Garnishments		\$398.90		
Total	<b>GISLASON &amp; HUNTER</b>		\$398.90		
Paid Chk#	021628	9/27/2018	<b>INTERNAL REVENUE SERVICE</b>		
G 101-21703	FICA Tax Withholding		\$2,364.68		
G 101-21701	Federal Withholding		\$1,535.33		
Total	<b>INTERNAL REVENUE SERVICE</b>		\$3,900.01		
Paid Chk#	021629	9/27/2018	<b>PERA</b>		
G 101-21704	PERA		\$4,571.79		
Total	<b>PERA</b>		\$4,571.79		
Paid Chk#	021630	9/27/2018	<b>SWWC SERVICE COOPERATIVES</b>		
G 101-21708	Employee Paid Health Insurance		\$2,066.84		
Total	<b>SWWC SERVICE COOPERATIVES</b>		\$2,066.84		
Paid Chk#	021631	9/27/2018	<b>VALIC</b>		
G 101-21705	VALIC		\$263.00		
Total	<b>VALIC</b>		\$263.00		
Paid Chk#	021632	10/1/2018	<b>ALPHA WIRELESS COMMUNICATIONS</b>		
E 231-42154-323	Radio/Pager maintenance		\$93.56	697312	BATTERY
Total	<b>ALPHA WIRELESS COMMUNICATIONS</b>		\$93.56		
Paid Chk#	021633	10/1/2018	<b>AMAZON</b>		
E 211-45500-590	Capital Outlay Books		\$62.17		LIBRARY BOOKS
E 211-45500-592	A.V. Materials		\$288.88		LIBRARY AV
Total	<b>AMAZON</b>		\$351.05		
Paid Chk#	021634	10/1/2018	<b>AMBER HUGHES</b>		
E 231-42154-308	Training & Instruction		\$228.08		AMB-MEMSA CONFERENCE REIMBURSEMENT
Total	<b>AMBER HUGHES</b>		\$228.08		
Paid Chk#	021635	10/1/2018	<b>BETTY BRAUN</b>		
E 101-45186-400	Janitor-Repairs/Maint		\$250.00		SEPTEMBER CLEANING COMM CTR

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September 2018 to October 2018

			Check Amt	Invoice	Comment
<b>Total BETTY BRAUN</b>			<b>\$250.00</b>		
Paid Chk#	021636	10/1/2018	<b>COTTONWOOD COUNTY AUD/TREAS</b>		
E	101-45186-220	Repair/Maint Supply	\$112.50		FLOURESCENT BULBS FROM COMM CTR
E	211-45500-220	Repair/Maint Supply	\$20.00		PRINTER & TOWER FROM LIBRARY
<b>Total COTTONWOOD COUNTY AUD/TREAS</b>			<b>\$132.50</b>		
Paid Chk#	021637	10/1/2018	<b>COTTONWOOD COUNTY HIGHWAY</b>		
E	101-43121-225	Seal Coat/Crack Filling	\$39,366.36		2018 SEAL COATING
<b>Total COTTONWOOD COUNTY HIGHWAY</b>			<b>\$39,366.36</b>		
Paid Chk#	021638	10/1/2018	<b>DAWN FAST</b>		
E	101-41400-331	Travel Expenses	\$88.84		MILEAGE-SWSC INS MTG IN MARSHAL
<b>Total DAWN FAST</b>			<b>\$88.84</b>		
Paid Chk#	021639	10/1/2018	<b>DEMCO, INC</b>		
E	211-45500-200	Office Supplies	\$597.44		LIBRARY OFFICE SUPPLIES
<b>Total DEMCO, INC</b>			<b>\$597.44</b>		
Paid Chk#	021640	10/1/2018	<b>DUERKSEN ELECTRIC INC.</b>		
E	211-45500-520	Buildings and Structures	\$301.54	3729	LIBRARY-MATERIALS & LABOR TO WIRE AIR EXCHANGER
<b>Total DUERKSEN ELECTRIC INC.</b>			<b>\$301.54</b>		
Paid Chk#	021641	10/1/2018	<b>EMILY ADRIAN</b>		
E	231-42154-308	Training & Instruction	\$271.12		MEMSA CONFERENCE-REIMBURSEMENT
<b>Total EMILY ADRIAN</b>			<b>\$271.12</b>		
Paid Chk#	021642	10/1/2018	<b>FRONTIER</b>		
E	101-41400-321	Telephone	\$146.50		CITY HALL PHONE-427-2999
E	101-42100-321	Telephone	\$193.86		POLICE DEPT PHONE-427-3403
E	101-43100-321	Telephone	\$71.98		STREET DEPT PHONE-427-2997
E	101-45186-321	Telephone	\$69.90		SR CTR PHONE-427-2151
E	205-46500-321	Telephone	\$37.50		EDA PORTION OF DSL & 427-2999
E	101-00000-430	Miscellaneous	\$82.61		UT-PHONE
<b>Total FRONTIER</b>			<b>\$602.35</b>		
Paid Chk#	021643	10/1/2018	<b>FRONTIER</b>		
E	211-45500-321	Telephone	\$75.18		LIBRARY PHONE
<b>Total FRONTIER</b>			<b>\$75.18</b>		
Paid Chk#	021644	10/1/2018	<b>GM CONTRACTING</b>		
E	485-46300-434	Project Expense	\$88,383.86		PAY ESTIMATE #5 FOR COMMERCIAL PARK
<b>Total GM CONTRACTING</b>			<b>\$88,383.86</b>		
Paid Chk#	021645	10/1/2018	<b>HANSON PLUMBING</b>		
E	101-45183-401	Repairs/Maint Buildings	\$55.00		SERVICE CALL-CAMPGROUND
<b>Total HANSON PLUMBING</b>			<b>\$55.00</b>		
Paid Chk#	021646	10/1/2018	<b>HANSON PLUMBING</b>		
E	101-45186-401	Repairs/Maint Buildings	\$281.56	5519	REPLACE FAUCET IN KITCHEN AT COMMUNITY CTR
<b>Total HANSON PLUMBING</b>			<b>\$281.56</b>		
Paid Chk#	021647	10/1/2018	<b>INDOFF INCORPORATED</b>		
E	211-45500-200	Office Supplies	\$35.56		LIBRARY OFFICE SUPPLIES
<b>Total INDOFF INCORPORATED</b>			<b>\$35.56</b>		

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September 2018 to October 2018

		Check Amt	Invoice	Comment
Paid Chk#	021648	10/1/2018	INDOFF INCORPORATED	
E 205-46500-200	Office Supplies	\$115.10	3127967	EDA-30 REAMS PAPER
E 101-00000-430	Miscellaneous	\$115.10	3127967	CHAMBER-30 REAMS PAPER
E 101-41400-200	Office Supplies	\$3.90	3146813	STAPLES
E 205-46500-200	Office Supplies	\$40.17	3147966	EDA-ROB 2019 DAY PLANNER
E 101-43100-200	Office Supplies	\$16.66	3147966	RICK DESK PAD
E 205-46500-200	Office Supplies	\$6.62	3147966	EDA-TABITHA 2019 DESK CALENDAR
E 101-41400-200	Office Supplies	\$6.61	3147966	MICHAEL DESK PAD
E 101-42100-200	Office Supplies	\$6.62	3147966	PD-DESK PAD
E 211-45500-200	Office Supplies	\$38.37	3147967	LIBRARY-10 REAMS PAPER
E 101-42100-200	Office Supplies	\$38.37	3147967	PD-10 REAMS PAPER
E 101-00000-430	Miscellaneous	\$230.21	3147967	UT-60 REAMS PAPER
E 101-41400-200	Office Supplies	\$345.32	3147967	CITY-90 REAMS PAPER
E 101-43100-200	Office Supplies	\$20.30	3150140	RICK-2019 PLANNER REFILL
E 101-42100-200	Office Supplies	\$245.81	3150140	PD-OFFICE CHAIR
E 101-42100-200	Office Supplies	\$22.43	3150140	PD-2019 APPOINTMENT BOOK
E 205-46500-200	Office Supplies	\$55.84	3153076	EDA-BLACK REPORT COVERS
Total INDOFF INCORPORATED		\$1,307.43		
Paid Chk#	021649	10/1/2018	JOHN YSKER	
E 101-43240-111	Contract	\$250.00		OCTOBER DUMP SALARY
Total JOHN YSKER		\$250.00		
Paid Chk#	021650	10/1/2018	LUCAN COMMUNITY TV	
E 101-45186-401	Repairs/Maint Buildings	\$95.00	274	LOCK FOR EAST DOOR AT COMMUNITY CENTER
Total LUCAN COMMUNITY TV		\$95.00		
Paid Chk#	021651	10/1/2018	MARK WARNER	
E 231-42154-308	Training & Instruction	\$320.38		AMB-MEMSA CONFERENCE REIMBURSEMENT
Total MARK WARNER		\$320.38		
Paid Chk#	021652	10/1/2018	MINNESOTA ENERGY RESOURCE CORP	
E 101-41400-383	Gas Utilities	\$65.04		CITY HALL GAS-ACCT#0505387558
E 221-42200-383	Gas Utilities	\$34.86		FIRE DEPT PORTION OF FIREHALL GAS-ACCT#0507634940
E 231-42154-383	Gas Utilities	\$17.17		AMB PORTION OF FIREHALL GAS-ACCT#0507634940
E 101-43100-383	Gas Utilities	\$54.23		STREET GARAGE GAS-ACCT#0503270939
E 211-45500-383	Gas Utilities	\$20.52		LIBRARY GAS-ACCT#0502593301
E 101-45186-383	Gas Utilities	\$44.00		COMM CTR GAS-ACCT#0504742031
al MINNESOTA ENERGY RESOURCE CORP		\$235.82		
Paid Chk#	021653	10/1/2018	MINNESOTA MUTUAL LIFE	
E 101-42100-135	Employer Paid Other	\$1.70		OCTOBER BRIAN LUNZ LIFE INSURANCE
E 101-42100-134	Employer Paid Life	\$6.80		OCTOBER LIFE INS-POLICE DEPT
E 211-45500-134	Employer Paid Life	\$1.70		OCTOBER LIFE INS-LIBRARY
E 101-43100-134	Employer Paid Life	\$3.06		OCTOBER LIFE INS-ST DEPT
E 101-41400-134	Employer Paid Life	\$5.10		OCTOBER LIFE INS-OFFICE
E 101-45200-134	Employer Paid Life	\$1.02		OCTOBER LIFE INS-PARKS DEPT
E 101-46200-134	Employer Paid Life	\$1.02		OCTOBER LIFE INS-CEMETERY
E 205-46500-134	Employer Paid Life	\$1.70		OCTOBER LIFE INS-EDA ROB ANDERSON
G 101-21706	Hospitalization/Medical Ins	\$25.30		OCTOBER LIFE INS-ROBB ANDERSON
G 101-21706	Hospitalization/Medical Ins	\$10.90		OCTOBER LIFE INS-DARON FRIESEN
G 101-21706	Hospitalization/Medical Ins	\$12.00		OCTOBER LIFE INS-STEVE PETERS
Total MINNESOTA MUTUAL LIFE		\$70.30		
Paid Chk#	021654	10/1/2018	MUNICIPAL UTILITIES	

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		Check Amt	Invoice	Comment
E 101-45200-380	Elec,Water,Sewer	\$105.28		LAWCON PARK
E 101-41400-380	Elec,Water,Sewer	\$346.17		CITY HALL UT
E 101-45200-380	Elec,Water,Sewer	\$126.55		CITY PARK RESTROOMS UT
E 101-45186-380	Elec,Water,Sewer	\$438.37		SR CTR UT
E 101-43100-380	Elec,Water,Sewer	\$249.89		ST DEPT UT
E 221-42200-380	Elec,Water,Sewer	\$156.65		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380	Elec,Water,Sewer	\$77.16		AMB PORTION OF FIREHALL UT
E 211-45500-380	Elec,Water,Sewer	\$325.13		LIBRARY UT
E 607-46330-380	Elec,Water,Sewer	\$7.89		4-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E 608-46330-380	Elec,Water,Sewer	\$15.32		8-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E 101-45183-380	Elec,Water,Sewer	\$868.57		UT AT CAMPGROUND
E 101-45200-380	Elec,Water,Sewer	\$82.52		UT AT CITY PARK SHELTERHOUSE
E 101-45171-380	Elec,Water,Sewer	\$21.38		UT AT ICE RINK
<b>Total MUNICIPAL UTILITIES</b>		<b>\$2,820.88</b>		
<b>Paid Chk# 021655</b>	<b>10/1/2018</b>	<b>MUNICIPAL UTILITIES</b>		
E 101-43160-381	Electric Utilities	\$2,536.18		JULY ST LIGHTING
E 101-43160-381	Electric Utilities	\$2,717.20		AUGUST ST LIGHTING
<b>Total MUNICIPAL UTILITIES</b>		<b>\$5,253.38</b>		
<b>Paid Chk# 021656</b>	<b>10/1/2018</b>	<b>MUNICIPAL UTILITIES</b>		
E 101-00000-430	Miscellaneous	\$38.59		REFUND OF MICROSOFT FEE
<b>Total MUNICIPAL UTILITIES</b>		<b>\$38.59</b>		
<b>Paid Chk# 021657</b>	<b>10/1/2018</b>	<b>MUNICIPAL UTILITIES</b>		
E 101-41400-200	Office Supplies	\$108.69		POSTAGE 7/4/18 TO 9/27/18
E 101-42100-200	Office Supplies	\$11.36		POSTAGE 7/4/18 TO 9/27/18
E 205-46500-200	Office Supplies	\$19.27		POSTAGE 7/4/18 TO 9/27/18
<b>Total MUNICIPAL UTILITIES</b>		<b>\$139.32</b>		
<b>Paid Chk# 021658</b>	<b>10/1/2018</b>	<b>MUSKE, MUSKE, SURHOFF</b>		
G 101-15506	PREPAID-LEGAL FEES	\$1,400.00		OCTOBER LEGAL RETAINER
<b>Total MUSKE, MUSKE, SURHOFF</b>		<b>\$1,400.00</b>		
<b>Paid Chk# 021659</b>	<b>10/1/2018</b>	<b>NORTHLAND SECURITIES</b>		
E 470-49000-300	Professional Svcs	\$1,380.00		2017 TIF REPORTING TIF#1
<b>Total NORTHLAND SECURITIES</b>		<b>\$1,380.00</b>		
<b>Paid Chk# 021660</b>	<b>10/1/2018</b>	<b>NORTHLAND SECURITIES</b>		
E 342-47000-300	Professional Svcs	\$1,380.00		2017 TIF REPORTING-THE LODGE TIF 1-4
<b>Total NORTHLAND SECURITIES</b>		<b>\$1,380.00</b>		
<b>Paid Chk# 021661</b>	<b>10/1/2018</b>	<b>NORTHLAND SECURITIES</b>		
E 303-47000-300	Professional Svcs	\$1,380.00		2017 TIF REPORTING-POPD KERNS TIF1-5
<b>Total NORTHLAND SECURITIES</b>		<b>\$1,380.00</b>		
<b>Paid Chk# 021662</b>	<b>10/1/2018</b>	<b>NORTHLAND SECURITIES</b>		
E 341-47000-300	Professional Svcs	\$1,380.00		2017 TIF REPORTING MT PWR#1-6
<b>Total NORTHLAND SECURITIES</b>		<b>\$1,380.00</b>		
<b>Paid Chk# 021663</b>	<b>10/1/2018</b>	<b>NORTHLAND SECURITIES</b>		
E 360-47000-300	Professional Svcs	\$1,380.00		2017 TIF REPORTING PINEBROOK TIF #3-1
<b>Total NORTHLAND SECURITIES</b>		<b>\$1,380.00</b>		
<b>Paid Chk# 021664</b>	<b>10/1/2018</b>	<b>NORTHLAND SECURITIES</b>		
E 415-46300-301	Auditing and Acct g Services	\$1,380.00		2017 TIF REPORTING MILK SPECIALTIES TIF#1-7

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September 2018 to October 2018

			Check Amt	Invoice	Comment
<b>Total NORTHLAND SECURITIES</b>			<b>\$1,380.00</b>		
Paid Chk#	021665	10/1/2018	<b>NORTHLAND SECURITIES</b>		
E 450-46300-300	Professional Svcs		\$1,960.00		2017 TIF REPORTING TIF#1-8 DOWNTOWN PROJECT
<b>Total NORTHLAND SECURITIES</b>			<b>\$1,960.00</b>		
Paid Chk#	021666	10/1/2018	<b>PRAXAIR</b>		
E 231-42154-210	Operating Supplies		\$153.37	85041808	OXYGEN FOR AMBULANCE
<b>Total PRAXAIR</b>			<b>\$153.37</b>		
Paid Chk#	021667	10/1/2018	<b>VERIZON</b>		
E 101-42100-321	Telephone		\$9.03		POLICE CELL PHONE
E 231-42154-321	Telephone		\$9.03		AMB CELL PHONE
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		\$35.05		AMB JET PACK
<b>Total VERIZON</b>			<b>\$123.13</b>		
<b>10100 United Prairie</b>			<b>\$166,741.63</b>		

**Fund Summary**

<b>10100 United Prairie</b>		
101 GENERAL FUND		\$64,635.44
205 ECONOMIC DEVELOPMENT AUTHORITY		\$276.20
211 LIBRARY FUND		\$1,766.49
221 FIRE DEPT FUND		\$191.51
231 AMBULANCE FUND		\$1,204.92
303 TIF #1-5 POPD KERNS		\$1,380.00
341 T.I.F. # 1-6 MT POWER		\$1,380.00
342 T.I.F. #1-4 GOOD SAM		\$1,380.00
360 T.I.F. #1-3 PINEBROOK		\$1,380.00
415 TIF#1-7 MILK SPECIALTIES		\$1,380.00
450 DOWNTOWN-PROJECT TIF #1-8		\$1,960.00
470 T.I.F. #1 HOSPITAL PROJECT FND		\$1,380.00
485 ML COMM PARK-INFRASTRUCTURE		\$88,383.86
507 LAKE COMMISSION FUND		\$20.00
607 EDA----4 PLEX FUND		\$7.89
608 EDA----8 PLEX FUND		\$15.32
		<b>\$166,741.63</b>

**Paid Chk# 000565E 9/21/2018 USDA-RURAL DEVELOPMENT**

E 211-45500-602	Other Long-Term Oblig Princ al	\$4,310.11	2018 LIBRARY ROOF PAYMENT
E 211-45500-610	Interest	\$1,768.89	2018 LIBRARY ROOF PAYMENT
<b>Total USDA-RURAL DEVELOPMENT</b>		<b>\$6,079.00</b>	

**Mountain Lake Utilities Commission Meeting**  
**Mountain Lake City Hall**  
**Thursday, September 13, 2018**  
**7 AM**

Members Present: Dean Janzen, Todd Johnson, Mark Langland, Brett Lohrenz, Council Liaison David Savage

Members Absent: John Carrison

Staff Present: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office Manager, Ron Melson, Electric Superintendent; Dave Watkins, Water/Wastewater Superintendent; Taylor Nesmoe Water/Wastewater

Others Present: None

**Call to Order**

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

**Approval of Minutes and Bills**

Motion by Lohrenz, seconded by Johnson, to approve the August 22 Minutes and Check Numbers 018297 – 018333. Motion carried.

**Electric Department**

Ron Melson, Electric Superintendent, introduced Lane Anderson as the new Electric Lineman. Melson then gave an update on tuckpointing and discussed estimates for next year. Replacing feeders were discussed. Melson will get prices individually and together to compare costs.

Meter reading has been going well and the time to fix issues has significantly decreased. Melson and Watkins recommended to purchase the remaining meters that have not been paid yet. Motion by Lohrenz, seconded by Johnson, to purchase the remaining meters. Motion carried.

**Water/Wastewater Department**

Dave Watkins, Water/Wastewater Superintendent, gave an update on Water/Wastewater operations. Windom Farm Service looked into the generator at the Water Plant. The injectors need to be replaced. Watkins has ordered the parts and the costs will be \$7894 and a service fee. Sewer cleaning will take place this week.

**City Administrator**

City Administrator Schulte gave an update on CMPAS operations and Attachment O, presented the approved memorandum from the City Council, and presented the Suzlon August report. Christmas lights were discussed and the Chamber of Commerce's desires to hang new lights. Melson discussed that some areas may not be feasible to hang lights. Melson will meet with the Chamber and discuss options.

A late utilities bill for a commercial business was discussed. Direction was given to receive the payments in full as soon as possible.

**Adjourn**

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

**Approved September 27, 2018**

ATTEST:

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Michael Schulte, Administrator/Clerk



**DRAFT**  
**Regular Council Meeting**  
**Mountain Lake City Hall**  
**Monday, September 17, 2018**  
**6:30 p.m.**

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

Members Absent: None

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

Others Present: Marty Sifer, Coalition of Greater Minnesota Cities; Keith Ramm, Rachel  
Yoder

**Call to Order**

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

**Approval of Agenda and Consent Agenda**

Motion by Kass, seconded by Kruser, to add item 9, Electric Department Personnel and item 13, Community Center to the agenda. Motion approved. Motion by Savage, seconded by Ysker, to approve the agenda and consent agenda as amended. Motion carried.

Bills: Check #21561 – 21621, 562E to 564E

Payroll Check #64095-64130

Approval of July 25 Library Board Minutes

Approval of August 13 Special Library Board Minutes

Approval of July and August Library Report and July Expenditures

Approval of August 9 EDA Minutes

Approval of August 13 Lake Commission Minutes

Approval of August 14 Special EDA Minutes

Approval of August 23 Utilities Commission Minutes

Approval of September 4 City Council Minutes

Approval of September 12 Special City Council Minutes

**Public**

Rachel Yoder asked if she would be able to ask questions about the trail culvert listed on the agenda and was told that she could.

**Coalition of Greater Minnesota Cities - Legislation Report**

Marty Sifer, Coalition of Greater Minnesota Cities, handed out a legislative session report written by the Coalition of Greater Minnesota Cities to the Council and the public. The report contained Mountain Lake's Local Government Aid (LGA) history, state LGA appropriation history, outcomes of CGMC priorities, 2018 CGMC wastewater accomplishments and activities, activities across the state, and various bill updates. The CGMC Fall Conference will be held in Alexandria, MN on November 15-16 in which Sifer encouraged any city staff member or councilmember to attend.

### **City Engineer Update**

Andy Kehren, City Engineer, gave an update and discussed 2<sup>nd</sup> Avenue, the commercial park, and a trail culvert. A meeting was held on September 13<sup>th</sup> with Jeremy Kuechle from Kuechle Underground, Dan Gregerson and Ryan Springer representing Employers Mutual Casualty Company (EMC), Andy Kehren and David Palm from Bolton and Menk, Maryellen Suhrhoff representing the city, along with David Savage, Mike Nelson, City Administrator Schulte, and the Street Department. EMC suggested that Kuechle create some estimates on how much it will 1) cost to fix the immediate area of the broken road and 2) how much it will cost to redo a large section of the road past the immediate area. To get this completed before winter, it was suggested from EMC that Kuechle fix the road if they believe it is doable and fair and that the costs will be figured out at a later time to decide who is liable to pay it. If Kuechle agrees, they may fix it and be paid by the city for the initial costs but the city would be paid back at a later time that may be split between Kuechle and Bolton & Menk. The problem area may be dug up and leveled with gravel over winter if it cannot be completely fixed by winter in order for the snow plows to move through. The city is waiting from a response from Kuechle Underground to see if they are willing to fix the road and the city is also waiting on a response from EMC on what EMC believes are the next steps.

The work on the commercial park is almost complete. Kehren stated a few punch list items are left to complete along with a few final payments. Kehren asked if the city had any franchise agreements with utilities because a culvert apron was hit and damaged. The city will look into their agreements and notify the company that hit it.

A proposed trail culvert on the north side of the lake was discussed in the past and Mayor Nelson asked if Kehren had any drawings. Kehren stated he would email what he has to the city administrator. Rachel Yoder asked a few questions about the culvert and where it would be placed and stated some other concerns.

### **Partial Pay Estimate #5 – Commercial Park**

Andy Kehren presented Partial Pay Estimate #5 and recommended the amount be approved and paid to the contractor. Motion by Kass, seconded by Savage, to approve to pay Partial Pay Estimate #5 in the amount of \$88,383.86. Motion carried.

### **Mountain Lake Public School Street Closing Request**

Bill Strom, Mountain Lake Public School Superintendent, met with the city administrator about closing 4<sup>th</sup> Avenue between 12<sup>th</sup> Street North and 13<sup>th</sup> Street North in order to have a construction staging area for the construction companies making renovations to the school. The proposed closure would be from the start of construction around May 17, 2019 to October/November 2020. Doug Bristol, Police Chief, Rick Oeltjenbruns, Street Superintendent, Steve Peters, Street Department, and City Administrator Schulte met with Strom and school staff on September 7<sup>th</sup> to discuss the closure, parking, bus routes, and drop off zones. Possible options include turning 4<sup>th</sup> Avenue from 15<sup>th</sup> Street North to 12<sup>th</sup> Street North into a one-way street running from east to west and reversing the one-way on 13<sup>th</sup> Street North from north to south. Parking and drop-off and pick-up areas were discussed. Additional parking may be added by the school north of 5<sup>th</sup> Avenue in the current grass area owned by the school. The plans for parking and bus routes are not finalized yet but the school desires to at least seek approval to close 4<sup>th</sup> Avenue in order to notify their construction companies. Motion by Savage, seconded by Kruser, to close 4<sup>th</sup> Avenue from 12<sup>th</sup> Street North to 13<sup>th</sup> Street North at the beginning of construction (around May 17, 2019) until completion (October/November 2020), and grant permission if it suites the school's plans to convert 4<sup>th</sup> Avenue to a one-way street from 15<sup>th</sup> Street North to the staging area at the beginning of construction (around May 17, 2019) and reverse the one-way on 13<sup>th</sup> Street North at the beginning of construction (around May 17, 2019). Motion carried.

### **Police Department**

Doug Bristol, Police Chief, has discussed with the Police Commission about posting for an additional casual/substitute police officer due to changing circumstances and to lower overtime for full-time officers. There are currently 3 full-time police officers in addition to the Police Chief and one casual/substitute police officer to help fill in when needed. The Police Commission voted to recommend to the City Council of posting for an additional casual/substitute police officer. Motion by Kruser, seconded by Savage, to approve the posting of an additional casual/substitute police officer. Motion carried.

### **Electric Department**

Dave Watkins, who transferred over to the Electric Department on August 20, 2018, has agreed to continue in the agreed upon position and continue the memorandum of understanding. According to the Union personnel policy, Watkins has 30 days to decide if he desires to stay in the new position or return to his old position. The Council also can decide if Watkins can stay in the new position or return to his old position. The 30 days from the start date commences on September 20, 2018. Motion by Savage, seconded by Kruser, to approve the continuation of Dave Watkins in his new position after September 20, 2018, post internally after September 20 for a new Water/Wastewater Superintendent for 10 days per Union policy, and post externally if needed. Motion carried.

## **2019 Budget**

The budget cuts made at the Special City Council meeting on September 12<sup>th</sup> were placed in the 2019 budget. A total of \$57,041.80 in expense cuts were made and revenues were adjusted to increase by \$8,305. \$5,000 from the Police Department savings were also used to assist the 2019 budget. With the adjustments made, the levy stood at \$772,263.47, about a 20% increase from 2018. With commercial park expenses coming to an end and construction bids coming in lower than anticipated, there are funds that can be used to assist paying off debt or perform additional work at the commercial park, conduct any street related projects throughout the city, and perform other approved improvements listed in the bond agreement. Tammy Omdal from Northland Securities spoke with Rob Anderson, EDA Director, and City Administrator Schulte about what improvements and options can be used from the funds. City Administrator Schulte will forward the information from Omdal to the Council. In 2019 a total levy of \$107,265 for the debt payment toward the infrastructure portion of the commercial park and \$22,620 for the debt payment for street lights were new additions to the 2019 budget that were not a part of the 2018 budget. A decision was made to use \$69,832.66 from the commercial park infrastructure fund to help pay the debt payment for 2019. This would leave the total tax levy at \$702,430.81, an increase of \$57,998.87 (9%) from 2018.

## **Resolution #19-18 Adopting Proposed Preliminary Property Tax Levy**

Motion by Ysker, seconded by Kass, to approve Resolution #19-18, setting the preliminary levy at \$702,430.81. Motion carried. The preliminary budget was set at \$2,402,506.82. The final levy will be set in December. The final levy can be less but not more than the preliminary levy.

## **Public Meeting to Discuss the Levy and Budget**

A public meeting to discuss the levy and the budget was set for Tuesday, December 4<sup>th</sup> at 6PM in the City Hall Chambers, 30 minutes prior to the regular city council meeting. This meeting is open to the public and public input prior to the meeting can be called in or mailed to City Hall.

## **City Attorney Report**

A second reading of Ordinance #3-18 – Clarifying Compensation for Mayor & City Council was read.

## **City Administrator Report**

The step schedule for the city administrator position was reviewed at the last meeting and discussed again. The salary range was approved for the city administrator position prior to hiring a new city administrator but a step schedule was not established. The step schedule includes the approved salary range with the formulas used for each city employee. Motion by Savage, seconded by Kruser, to approve the step schedule as presented. Motion carried.

A house in the city with defects that are not following structure safety ordinances was discussed. It was recommended by Building Inspector Steve Carson to find an organization or church that may be willing to fix the issue instead of pushing the issue through court. Councilmember Savage stated he would reach out to the church community to seek assistance.

### **Community Center**

A group of citizens are seeking to clean and improve the community center with donations and volunteer work. The Council granted permission to allow the group to make improvements and make it a group effort without the use of city funds. The south door is currently out of order. A company is scheduled to look at the door and provide options on what kind of door should be installed. Direction was given to accept their recommendation and find the proper solution to fix the south door.

### **Adjourn**

The meeting was adjourned at 8:09 p.m.

ATTEST:

---

Michael Schulte, Administrator/Clerk





## **City of Mountain Lake Snow Removal Policy**

### **1. Introduction**

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

### **2. Procedures**

The Street Department Superintendent will decide when to begin snow or ice control operations. The criteria for that decision are:

- a. Snow accumulation of 2 inches or more.
- b. Drifting of snow that causes problems for travel.
- c. Ice conditions this seriously affect travel.

### **3. Method of snow removal**

Snow will be plowed in a manner so as to minimize any traffic obstructions. Snow will be plowed from inside out except where it is windrowed and these areas are specified in item #4. In times of extreme snowfall, streets will not always immediately be able to be completely cleared of snow.

### **4. Snow Removal and Schedule**

- a. Start windrowing on 10<sup>th</sup> Street from 1<sup>st</sup> Avenue to 4<sup>th</sup> Avenue
- b. Plow the entire length of 10<sup>th</sup> Street
- c. Next windrow 3<sup>rd</sup> Avenue from 8<sup>th</sup> Street to 12<sup>th</sup> Street
- d. Plow 3<sup>rd</sup> Avenue (CR 27) from east Hwy 60 entrance to west Hwy 60 entrance
- e. Next windrow 11<sup>th</sup> Street from 4<sup>th</sup> Avenue to 2<sup>nd</sup> Avenue
- f. Next windrow 2<sup>nd</sup> Avenue from 10<sup>th</sup> Street to 12<sup>th</sup> Street
- g. Clean around the schools and 4<sup>th</sup> Avenue, then 5<sup>th</sup> Avenue, 6<sup>th</sup> Avenue, 7<sup>th</sup> Avenue, Prince Street, 9<sup>th</sup> Avenue, 10<sup>th</sup> Avenue, Midway Road
- h. Next area is South of railroad tracks, which includes Boxelder Street, Mountain Lake Road, etc.
- i. Meanwhile the snowplow truck is doing the north-south roads starting with 15<sup>th</sup> Street continuing west until they reach Golf Course Road.
- j. Then alleys and parking lots are done.

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

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



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

A snow emergency may be declared any time during the year at the discretion of the Street Superintendent when two or more inches of snow or ice have covered or drifted over a street.

#### **5. Work Schedule for Snow Plow Operators**

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

#### **6. Weather Conditions**

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

#### **7. Use of Salt Sand and Other Chemicals**

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

#### **8. Sidewalks**

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

#### **9. Parking Lots, Entrances, and Driveways**

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

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

#### **10. Placement of Snow on Public Property or Obstructing Views**

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

#### **11. Property Damage**

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

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

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

2. Boulevard Sod. It shall be the policy of the City to repair any damage to sod where curbs are in place by:
  - a. Street maintenance will repair the damage by re-laying the turned up pieces or placing black dirt and grass seed
  - b. The property owner may elect to do the repair using commercial sod. The City will reimburse the property owner the cost of the sod (no labor costs will be reimbursed). Reimbursement must be approved by the City Administrator prior to the commencement of the corrective work or purchasing of the sod. The property owner shall supply an estimate of the cost of the sod. After approval by the City administrator the property owner must present an invoice to the Administrator before payment will be made.
3. Curbs. Concrete curbs will not be replaced unless the curb back is broken.
4. Driveway Ramps. The City will not repair damage caused to driveway ramps of fillets where mountable curb is in place, unless authorized by either the City Administrator or the Street Department Superintendent.

## **12. Parking Restrictions During Winter Months**

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

## **13. Automatic Parking Ban After Snowfall**

No person shall park or leave standing any vehicle upon any street in the City of Mountain Lake after a snowfall of two (2) inches or more, nor upon any street which is covered or has deposited on it two (2) inches of snow or more, until snow removal comprising the full width of the public right-of-way (curb to curb) has been completed.

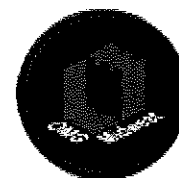
Any motor vehicle parked in violation of this section is deemed to be a nuisance that interferes with snow removal from public rights-of-way. Any Police Officer may remove any such vehicle by means of towing or other means in order to facilitate proper snow removal.

## **14. Annual Review of Snow Removal Policy and Procedures**

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



OMG Midwest, Inc. d/b/a:  
**Southern Minnesota Construction**  
 1905 Third Ave. P.O. Box 3069  
 Mankato, MN 56001  
 Phone: 507-625-4848  
 Fax: 507-625-4907



An OMG Midwest Company

<b>To:</b>	Kuechle Underground Inc.	<b>Contact:</b>	Jeremy Kuechle
<b>Address:</b>	10998 State Highway 55, P.O. Box 509 Kimball, MN 55353	<b>Phone:</b>	320-398-8888
		<b>Fax:</b>	320-398-8889
<b>Project Name:</b>	City Of Mountain Lake - Bituminous Reclamation And Surfacing	<b>Bid Number:</b>	
<b>Project Location:</b>	1305 2nd Avenue, Mountain Lake, MN	<b>Bid Date:</b>	9/24/2018

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>A) OPTION #1</b>					
	MOBILIZATION	1.00	LS	\$6,000.00	\$6,000.00
190	BASE PREPARATION	1,600.00	SY	\$4.50	\$7,200.00
220	RECLAIM BITUMINOUS	1,600.00	SY	\$2.00	\$3,200.00
240	2" TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB230) W/RAP - 2ND AVE.	176.00	TON	\$95.00	\$16,720.00
200	1.5" TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA240B) W/RAP - 2ND AVE.	132.00	TON	\$105.00	\$13,860.00
<b>Total Price for above A) OPTION #1 Items:</b>					<b>\$46,980.00</b>
<b>B) OPTION #2</b>					
	MOBILIZATION	1.00	LS	\$6,000.00	\$6,000.00
190	BASE PREPARATION	800.00	SY	\$6.50	\$5,200.00
220	RECLAIM BITUMINOUS	800.00	SY	\$3.50	\$2,800.00
240	2" TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB230) W/RAP - 2ND AVE.	88.00	TON	\$125.00	\$11,000.00
200	1.5" TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA240B) W/RAP - 2ND AVE.	66.00	TON	\$135.00	\$8,910.00
<b>Total Price for above B) OPTION #2 Items:</b>					<b>\$33,910.00</b>
<b>C) MANHOLE AND WV ADJUSTMENTS - PER EA.</b>					
	ADJUST CB	1.00	EACH	\$500.00	\$500.00
	ADJUST WATER VALVE	1.00	EACH	\$250.00	\$250.00
<b>Total Price for above C) MANHOLE AND WV ADJUSTMENTS - PER EA. Items:</b>					<b>\$750.00</b>

#### Notes:

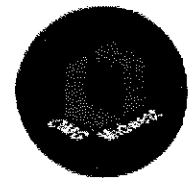
- Thank you for the opportunity to quote your construction needs.
- SMC is signatory to the International Union of Operating Engineers - Local 49, and the Teamsters Union - Local 120.
- Safety Information for SMC as follows.  
 OSHA Injury incident rate: 2017 = 1.96, 2016 = 0, 2015 = 1.  
 OSHA Lost Time injury rate: 2017 = .98, 2016 = 0, 2015 = 0.  
 Workers compensation experience modifier: 2017 = .50, 2016 = 0.55, 2015 = 0.55.
- Tax included.
- All material is guaranteed to be as specified for a one-year period from date of installation. All work to be completed in a workman-like manner to standard construction practices. Any alteration or deviation from specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.
- **BID EXCLUDES:** Traffic control, permits, fees, aggregate base, dewatering, striping, signage, backfilling, bond, incidentals.
- **Bid subject to final quantities.**
- **NOTE:** Due to our full schedule and impending cold weather, work may not be completed until 2019. Add 5% for 2019 work.

#### Payment Terms:

Payments will be made in full 30 days from receipt of invoice.



OMG Midwest, Inc. d/b/a:  
**Southern Minnesota Construction**  
1905 Third Ave. P.O. Box 3069  
Mankato, MN 56001  
Phone: 507-625-4848  
Fax: 507-625-4907



An OMG Midwest Company

<b>To:</b>	Kuechle Underground Inc.	<b>Contact:</b>	Jeremy Kuechle
<b>Address:</b>	10998 State Highway 55, P.O. Box 509 Kimball, MN 55353	<b>Phone:</b>	320-398-8888
		<b>Fax:</b>	320-398-8889
<b>Project Name:</b>	City Of Mountain Lake - Bituminous Reclamation And Surfacing	<b>Bid Number:</b>	
<b>Project Location:</b>	1305 2nd Avenue, Mountain Lake, MN	<b>Bid Date:</b>	9/24/2018

**ACCEPTED:**

The above prices, specifications and conditions are satisfactory and are hereby accepted.

**Buyer:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_

**CONFIRMED:**

**Southern Minnesota Construction**

**Authorized Signature:** \_\_\_\_\_

**Estimator:** Mitch Watts  
507-625-4866 mwwatts@omgmidwest.com

# Legends Concrete, Inc.

6892 31st Ave SW  
Rochester, MN 55902

## Legends Concrete, Inc.

Office: (507) 529-3846  
Fax: (507) 529-7509

## Contacts:

Wayne - Cell: (507)951-2472 Rochester Area  
Eric - Cell: (507)838-5282 Faribault Area  
Eric - Fax: (507) 332-6904

Job #

Completion Date: 9/21/2018

Job Name: Installation pricing for Mountain Lake

Bid Date: 9/21/2018

Job Location: Mountain Lake

Item No.	Description	U/M	Quantity	Unit Price	Amount
	Install Curb	LF		\$ 27.00	\$ -
	Install Sidewalk	SF		\$ 7.00	\$ -
	Install Driveway	SF		\$ 8.50	\$ -
					\$ -
					\$ -
					\$ -
	All pricing is for installing only, 2019 work, removals,				\$ -
	Backfilling, and all other work to be performed				\$ -
	by others.				\$ -
					\$ -
	To be paid per quantity placed.				\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
	Subtotal				\$ -
	Bond		% of Bond		
	Total				\$ -

Excludes: Excavation, back fill, hot sealing joints, catch basin adjustments, permits granular, testing, traffic control, staking, cold weather protection, tree root trimming, and concrete washout.

Comments: Bid Prices are valid for 45 days. Grade to be plus/minus one tenth bottom of curb, walk, and pavement. Pay according to quantities placed. 2020 work add 7%.

Signature: \_\_\_\_\_  
Wayne Gunderson - Eric Kaiser

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Customer

Date: \_\_\_\_\_



1240 Lake Avenue, PO Box 152  
Fairmont, Minnesota 56031  
(507) 235-6619 FAX (507) 235-9619

GLASS DIVISION – SIGN DIVISION – ART GLASS DIVISION

September 21, 2018		Proposal No:	18250B
Contractor:		Project:	Mt. Lake Community Center
Dawn			
930 3 <sup>rd</sup> Ave			1027 2 <sup>nd</sup> Ave
City of Mountain Lake			Mountain Lake, MN
Mountain Lake, MN		New door, frame and hardware at south entry	
T:	507.427.2999 Ext.7		
C:		<b>NOTE: Quote is good for 30 days from above date</b>	
Email	dfast@mountainlake.com		

**We furnish material and labor for the following:**

**Exterior Storefront Doors:**

- Kawneer #190 narrow stile door leaf with 10" bottom rail and 3-1/2" cross rail
- 3' 0" x 6' 8" door
- Door frame is Trifab 450, 1 3/4" x 4-1/2"
- Finish is #40 Dark Bronze Anodized
- Glass 1" clear tempered insulated units with Low E on # 3 surface – top half of door
- Glazing panel is 1" textured insulated at bottom – finish to match doors
- Caulking at door system only / exterior
- Aluminum .032 flashing at jamb and head of door

**Hardware per door leaf manufacture standard:**

- 1 - Continuous hinges
- 1 - Falcon 1790 rim panic
- Cylinder Mfg. standard, Note: Per the visit with you your lock smith will furnish a new cylinder to be key same as existing door, cost not included in this proposal.
- 1 - CO9 Pull handle
- 1 - Reese #806 Sweep
- Weather strip at jamb and header
- 1 - LCN 4040XP H Cush closer

1 – Exterior doors to fit existing R.O. 3' 3 7/8" x 6' 11"



1240 Lake Avenue, PO Box 152  
Fairmont, Minnesota 56031  
(507) 235-6619 FAX (507) 235-9619

GLASS DIVISION – SIGN DIVISION – ART GLASS DIVISION

Labor to install the above door in existing opening

**TOTAL BASE BID \$3,575.00**

**Not included:**

- Electric strike or other locking devices, security systems, or additional safety devices if not noted above.
- Electrical materials or hook ups for low voltage from other locking devices, security systems or additional safety devices.

**Items not included, unless noted above:** Any permits, bonds, or fees. Any federal / state or city tax, Any union dues or workers. Any field or special testing fees. Any structural or engineered drawing fees. Any demolition, removal, or disposal of existing items. Any preparation of openings, anchor plates, back painting, fillers or spacing of supports to bring openings to size for items above. Any exit alarms, buzzers, or card control locks. Any mirrors, frames, hangers, or any installation. Any re-keying or master keys of locks (manufacturer's standard, keyed different). Any temporary enclosures or shelters. Any protecting of materials after installation. Any final cleaning of all materials. Any field verification, the general contractor is to hold openings to shop drawings. If different, delivery and installation may be affected from date verified.

General Contractor/Owner to verify that door hardware meets local codes or A.D.A. requirements.

Manufacturer's standard warranty on items unless otherwise noted.

This quote is good for 30 days from the above date.

Sincerely,

A handwritten signature in cursive script that reads "Duane Rieland".

Duane Rieland  
President

## ORDINANCE NO. 3-18

An Ordinance of the City of Mountain Lake Clarifying Compensation for the Mayor and City Council

Be it ordained Subdivision 3 of Section 2.13 of the Mountain Lake City code are amended to read as follows:

Subdivision 3.

- A. Compensation for attending special city council meetings shall be \$25.
- B. Compensation for attending city related ~~out of town~~ meetings of less than four (4) hours shall be \$40; ~~out of town~~ meetings over four (4) hours shall be \$80.

Passed by the Mountain Lake City Council this \_\_\_\_\_ Day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator