

Regular City Council Meeting
Mountain Lake City Hall
Monday, October 4, 2021
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 #254346-25389, 746E – 749E (1-5)
 - b. Payroll: Checks #66238-66254(6)
 - c. Approve August 16 EDA Board Minutes (7-8)
 - d. Approve September 23 Utilities Commission Minutes (9-10)
 - e. Approve September 20 City Council Minutes (11-13)
 - f. Hiring of Alex Schultz and Joey Morey Firefighters

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 – *Daron Friesen, Street Superintendent* (14)

5. Police Department – Chief Doug Bristol – review of ordinance procedures
 - a. Minnesota Board of Peace Officer Standards and Training (15)

6. Financial Quarterly Review- (16-42)

7. City Attorney

8. City Administrator

9. Adjourn

Economic Development Authority
Monday, August 16, 2021
12:00 Noon to 1:00 p.m.
Council Chambers

PRESENT: Chuck Stevensen, Jerry Haberman, Tim Swoboda, Darla Kruser, Mike Nelson, Vern Peterson and Steve Syverson. Clara Johnson, Advisor.

ABSENT: Chad Eken, Advisor.

STAFF: Rob Anderson and Tabitha Garloff

INTERM CITY ADMINISTRATOR: Joe McCabe

GUEST: Owen Todd, Bolton & Menk, Nicole James, Mike Adrian, A&W (arrived at 12:06 p.m.)

1. CALL TO ORDER: President Haberman called the meeting to order at 12:00 p.m.
2. Motion to Approve Consent Agenda
Consent Agenda:
 - a. Approval of July 19, 2021, Regular Meeting Minutes.
 - b. Approval of Financial Reports and Bills. Motion made and seconded by Mike and Vern to approve the consent agenda as presented. Carried.
3. Mike Adrian, A&W Restaurant. Mike stated that there were additional expenses in the amount of \$18,660 to remove poor soil and bringing in sand under the building and sidewalks. Discussion continued. Motion made and seconded by Chuck and Darla to not reimburse A&W for the extra expenses. Mike Nelson abstained. Rob will write a letter to Mike Adrian to explain decision for Jerry's signature. Carried.
4. Personnel. Request for Reduction of Hours for Tabitha Garloff due to Medical Reasons. Motion made and seconded by Vern and Darla to approve the reduction in hours for Tabitha to 20 hours a week for 12 weeks. Carried.
5. Krienke Foods International, Inc. Rob gave an update on the eviction letter sent and financials received from Caleb. Rob stated he talked to Caleb and Caleb intends to make the payment in full by the due date of September 30th, 2021. Steve asked Rob to clarify with Caleb if Krienke Foods has two different names.
6. Fulda Area Credit Union Building, 212 10th Street N. Rob received a phone call from a person interested in the Fulda Area Credit Union Building. They would like to live in it and repair vehicles. Consensus of board members is that we are not interested in the proposed use of the building. Rob stated we are unable to get into the building due to the alarm system.
Jerry reported that Care and Share/Ten Thousand Villages may have interest in the building.
7. 2022 Proposed EDA Budget. Motion made and seconded by Steve and Tim approve recommendation to City Council to approve the 2022 proposed EDA budget. Carried.
8. Jenny's Subdivision Lots 2 and 3 for Potential Fire/Ambulance Hall Location. Nothing new to report.

9. Midway Estates:

- a. Leases. There are 2 1 stall garage units available.
- b. Weed Control, Grass Planting. Motion made and seconded by Tim and Chuck to approve the estimate provided by Kulseth Landscape and Concrete to kill weeds, reseed and move water garden. Carried.
- c. Other

10. Mountain Lake Commercial Park:

- a. Internet/Data Infrastructure. Nothing new to report. Time did not allow for discussion.
- b. Update City/Commercial Park Video. Time did not allow for discussion.

11. GENERAL DISCUSSION:

- a. SCDP Grant Application for Home/Commercial Rehab. Time did not allow for discussion.
- b. Next Regular Board Meeting is September 20, 2021.
- c. Other Business. Nicole James asked if the EDA would be willing to help with the cost of removing the tree that is on their property, but could potentially be a hazard to Midway Estates townhomes. The tree is split and has a rod running through it. Dave Bucklin assessed the tree and stated it is a high-risk tree. Motion made and seconded by Darla and Vern to remove the tree in the spring during the spring tree program and split the cost with the James's. Carried.

12. ADJOURN. President Haberman adjourned the meeting at 1:28 p.m.

**Mountain Lake Utilities Commission Meeting
Mountain Lake City Hall
Thursday, September 23, 2021
7 AM**

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

Members Absent: Brian Janzen

Staff Present: Joe McCabe, Interim Clerk/Administrator; Lynda Cowell, Utilities Office Manager, Jill Falk, Utilities Office Asst Manager, Dave Watkins, Electric Superintendent; Lane Anderson, Lineman; Taylor Nesmoe, Water/Wastewater Superintendent; Scott Pankratz, Water/Wastewater Worker

Others Present: None

Call to Order

The meeting was called to order at 7 AM. Nothing added to the agenda.

Approval of Minutes and Bills

Motion by Johnson, seconded by Savage, to approve the September 26th Minutes, and Check Numbers 21149-21181 & 340e. Motion carried.

Electric Department

Watkins informed the commission that the underground project on Prince Street has been completed. The next project they are focused on is the additional street lighting for Golf Course Road. Watkins mentioned that the Electric department does have two poles in very good condition that are not being used. Brand new, these poles would be around \$600. In a trial effort, the city has purchased solar lighting. Since the city has never used Solar for street lighting before, Watkins would like to donate the two poles for this project. There would be no wiring required to set up the new lights. This would also mean with solar; the Utilities would not make any revenue on the usage. Motion by Garloff that the Utility will donate two used poles for the installation of solar lighting and that all future maintenance of solar installations will follow the current policy which requires the city to pay for poles and street light fixtures: Second by Johnson and approved

Watkins also informed the commission that the application process for the new lineman has closed. Only two applications were received, but he would like for one of the commission members to go through the applications before they move forward.

Water/Wastewater Department

Nesmoe stated that C. Emery has completed the Low PH cleaning on the RO System. They will continue checking the numbers once everything is flushed through to determine if the High PH cleaning is needed. It was also mentioned that Team Lab offered to run sonar imaging for the ponds. This would provide a more accurate reading of the depths of the pond and any sludge that would need to be cleaned. They quoted \$500 for one pond or \$800 for two ponds. It was approved to have Team Lab complete the imaging for Pond #1.

Council has approved Andy Evers on Midway Road to have a second sewer line connected to the shop. The shop will eventually be their main residence. They will be charged a rural rate and Nesmoe stated the Evers are also in the process of installing a new well.

Pankratz has been working on getting quotes for the new Utility trucks. The cut off date to order a 2022 Chevrolet has already passed, but we have until November to order the 2022 Ford. For a ¾ ton Ford including the utility box, Midway Ford in Roseville has quoted approximately \$41,000 for each truck. It has been approved to move forward ordering the new trucks for each of the Utility departments with a \$45,000 limit on each one.

City Administrator

The council has approved the refunding of the 2013A Bond in addition to the \$1.7 million for the purchase of the new generator. McCabe was stated that Michael Mueller has accepted the position as the new City Administrator and should starting in approximately 45 days.

Adjourn

The meeting was adjourned at 7:44 a.m.

Approved September 28, 2021

ATTEST:

Jill Falk, Utilities Office Asst Manager

**City of Mountain Lake
Regular City Council Meeting
Mountain Lake City Hall – 930 Third Ave
Monday September 20, 2021
6:30 p.m.**

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

City Staff Present: Joe McCabe, Interim City Administrator/Clerk, Maryellen Suhrhoff, City Attorney.

Others Present: Doug Regehr, Taylor Nesmoe, Scott Pankratz, Andy Evers

Call to Order

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

Approval of Agenda & Consent Agenda

Motion by Kruser seconded by Kass, to approve the agenda and consent agenda. Motion carried 5-0.

Bills: Checks #25300-25345, 745E

Payroll: Checks # 66207-6237

Approve September 9, Utilities Commission Minutes

Approve September 16, Utilities Commission Minutes

Approve September 7, City Council Minutes

Approve September 14, City Council Minutes – Special Meeting

Approve September 13, Lake Commission Minutes

Public

No comments were made

Sanitary Sewer Hookup Request

Andy Evers requested a second sanitary sewer hookup on his property which is outside the city limits. Taylor Nesmoe explained that the Evers would be responsible for a tapping fee and installation of the sanitary sewer line and that the rural rate would be charged. Motion by Kruser, second by Janzen. Motion carried 5-0.

Mountain Lake Band Shell

A quote was presented by Bargaen, Incorporated to repair the vandalized band shell for \$ 13,975.00. The council was informed that the League of Minnesota Cities Insurance Trust has

accepted this quote for insurance coverage purposes and will pay all by \$ 1,000.00 of the quote. Motion by Kass, seconded by Ysker to accept the quote. Motion carried 5-0.

Cottonwood County Highway Department State Aid Agreement.

The annual agreement with Cottonwood County for reimbursement to the City for maintenance of the State Aid Roads within the city limits was presented. Motion by Kruser, seconded by Janzen to approve the contact motion carried 5-0.

Mountain Lake Utilities Commission Bond request.

The Mountain Lake Utilities Commission request to include as part of the General Obligation Refunding Bond 2021A an amount of \$ 1,700,000.00 which will be used to either repair or replace the Fairbanks Generator which is currently inoperable. It was noted that the Commission has currently engaged a firm to draft the plans and specifications for a replacement generator. Motion by Janzen, seconded by Kruser to include the bond request in the Refunding bond. Motion carried 5-0.

Ambulance and Fire Hall new building.

Scott Pankratz presented the proposals of Brunton and Short, Elliot and Hendrickson (SEH) for council consideration. He indicated that the building committee is recommending the contract with SEH after visiting with both firms. Motion by Kass, seconded by Janzen to enter into an agreement with SEH with a base amount of \$ 5,000.00 for phase one. Motion carried 3-0-2.

Purchase of Tax Forfeited property from Cottonwood County.

The Lake Commission requested that the council authorize spending up to \$ 1,000.00 at the Cottonwood County tax forfeiture auction for the purchase of Lot 22, Lakeshore Subdivision parcel 11.492.0151, which will be used to store the weed harvester. Motion to approve said request by Kruser, seconded by Kass. Motion carried 5-0.

2022 Proposed Tax Levy

The council reviewed the proposed 2022 tax levy amounts – General Fund \$ 589,941.67, Library Fund \$ 107,484.60, Fire Fund \$ 47,542.72, Ambulance Fund \$ 50,126.50, Lake Commission Fund \$ 6,000.00, Bond Funds \$ 85,763.25 and EDA \$ 16,697.88 for a total proposed tax levy of \$ 903,556.62. A Motion was made by Kruser, seconded by Kass to adopt Resolution 17-21, setting the proposed tax levy of \$ 903,556.62 with the Truth in Taxation hearing set for December 7, 2021, at 6:30 pm. Motion carried 5-0.

New City Administrator/Clerk.

Discussion was held regarding the terms and conditions for the hiring of Michael Mueller as the new city administrator/clerk. A statement will be added to the employment agreement regarding reimbursement for moving expenses. Motion by Janzen, seconded by Ysker to hire Michael

Mueller as city administrator/clerk under the terms and conditions set forth in the Employment Agreement. Motion carried 5-0.

City Attorney

Maryellen reviewed the progress which is being made regarding updating the changes being made with the court system which will allow the city to proceed with fining residents in violation of the city ordinances. She also indicated that she would have the necessary papers served on residents that are in violation of the ordinance by operating a business in a residential area in violation of the city ordinances.

The council requested that Chief Bristol appear at the next council meeting to go over the procedure which is being used by the Police Department regarding enforcement of violation of the city ordinance relating to vehicles and structures.

Adjourn

The meeting was adjourned at 7:45 p.m.

Joe McCabe, Interim City Administrator

Street Dept Report September

- TAR Trail Locon Park / Dirt Work Landscape
- Mowing Cemetery, Parks, Camp Ground
- Sweep Streets
- Move EOA Sign Hwy 60 A@W Area
- Blade Gravel, Drag Truck Turn Around, Cemetery, Camp Ground
- Crack Seal Michaels Rd, Ponce, Midway Rd, 7th St, 7th Ave
10th St, Boxelder, 3 pallets (GAP #201)
- Locates
- Tree Dump, Mow, Push up, Burn
- Clean Shop, Trucks, Eq
- Ditch 3 Graves Close, Pack @ Sees
- Sees Cemetery, Dirt Pile Area
- Letter Tile, New Development
- Fix Poor Community Center
- Disc Mow Pond Area, New Development
- Paint Gate, Locon Park



Minnesota Board of Peace Officer Standards and Training

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September 14, 2021

Joe McCabe, City Administrator
City of Mountain Lake
930 3rd Ave
Mountain Lake, MN 56159

Dear Mr. McCabe;

The Minnesota Board of Peace Officer Standards and Training (POST Board) is the occupational regulatory agency charged with the vital responsibility of maintaining selection, education and licensing standards for the 415 Minnesota law enforcement agencies that employ over 10,500 peace officers across our state.

While the POST Board performs many functions, a significant portion of the POST's responsibility is dedicated to conducting "compliance reviews" of Minnesota law enforcement agencies to ensure they are meeting legislatively mandated training and department policies on Use of Force/Firearms training, Emergency Vehicle Operation and Pursuit Driving training and mandated departmental policies.

On 9/13/2021, a POST Board Standards Coordinator conducted a review at the Mountain Lake Police Department. After a comprehensive review of their records concerning mandated employee training and department policies, I am pleased to inform you that your police department **passed the review**.

Ensuring all law enforcement agencies around the state are in compliance plays a pivotal role in maintaining the high level of professionalism we have enjoyed in Minnesota for many years and that professionalism translates into quality law enforcement services for the citizens of Minnesota.

Please take a moment to recognize your police department for this important accomplishment.

Sincerely,

A handwritten signature in black ink, appearing to read "Erik Misselt".

Erik Misselt
Executive Director