

**Regular Council Meeting
Mountain Lake City Hall
Monday, October 7, 2019
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 #22965 – 22932, 625E – 627E (1-7)
 - b. Payroll: Checks #64855 – 64872
 - c. Approve June 3 Planning & Zoning Commission Minutes (8-9)
 - d. Approve August 20 Police Commission Minutes (10-11)
 - e. Approve August 23 EDA Board Minutes (12-14)
 - f. Approve September 6 Special EDA Board Minutes (15)
 - g. Approve September 13 Utilities Commission Minutes (16-18)
 - h. Approve September 16 City Council Minutes (19-21)
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. Legislation Report – Coalition of Greater Minnesota Cities – Marty Sifer
5. Street Department Report – Rick Oeltjenbruns, Street Superintendent
 - a. Discussion/Action – Approve Plat of D-4 & D-5 Additions in Mountain Lake Cemetery (22)
 - b. Discussion/Action – Approve 2019-2020 Snow Removal Policy (23-25)
 - c. Discussion/Action – Approve 2019-2020 Winter Snow Agreement w/ Cottonwood Co. (26-29)
6. Planning & Zoning
 - a. First Reading – Ordinance #6-19 Amending Zoning Regulations (20-21)
7. City Attorney
8. City Administrator
 - a. Discussion/Action – Approve 3.2% Off-Sale Beer License – Casey’s General Store (32)
9. Adjourn

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October 6, 2019
mtg
22865-22932
625E-627E

September 2019 to October 2019

			Check Amt	Invoice	Comment
10100 United Prairie					
Paid Chk#	022865	9/16/2019	DARON J. FRIESEN		
E 607-46330-402	Repairs/Maint- Ground		\$105.00	266322	AUGUST MOWING-4PLEX
E 608-46330-402	Repairs/Maint- Ground		\$210.00	266322	AUGUST MOWING-8PLEX
E 609-46330-402	Repairs/Maint- Ground		\$105.00	266322	AUGUST MOWING-MASON MANOR
	Total DARON J. FRIESEN		\$420.00		
Paid Chk#	022866	9/16/2019	JOHNSON CONTROLS		
E 303-47000-430	Miscellaneous		\$948.00		ANNUAL TEST/INSPECTION-POP'D KERNS
	Total JOHNSON CONTROLS		\$948.00		
Paid Chk#	022867	9/16/2019	KDOM RADIO		
E 205-46500-343	Busnes Recrut/Comm Dev		\$30.09	19080470	MONTHLY ADVERTISING
	Total KDOM RADIO		\$30.09		
Paid Chk#	022868	9/16/2019	TIM BRUNNER		
E 230-47001-401	Repairs/Maint Buildings		\$4,140.00		BALANCE OF DAYCARE SIDING JOB
E 609-46330-383	Gas Utilities		\$30.00		INSTALL PATIO DOOR HANDLE-LEXI HUDSON
	Total TIM BRUNNER		\$4,170.00		
Paid Chk#	022870	9/18/2019	COTTONWOOD COUNTY AUD/TREAS		
E 230-47001-430	Miscellaneous		\$214.50		DEED TAX FOR FORMER HOMETOWN CAFÉ
	Total COTTONWOOD COUNTY AUD/TREAS		\$214.50		
Paid Chk#	022871	9/26/2019	AFLAC		
G 101-21713	AFLAC		\$280.78		
	Total AFLAC		\$280.78		
Paid Chk#	022872	9/26/2019	AFSCME COUNCIL 65		
G 101-21707	Union Dues		\$157.86		
	Total AFSCME COUNCIL 65		\$157.86		
Paid Chk#	022873	9/26/2019	COMMISSIONER OF REVENUE		
G 101-21702	State Withholding		\$841.55		
	Total COMMISSIONER OF REVENUE		\$841.55		
Paid Chk#	022874	9/26/2019	FURTHER/SELECT		
G 101-21714	HSA		\$948.47		
	Total FURTHER/SELECT		\$948.47		
Paid Chk#	022875	9/26/2019	GISLASON & HUNTER		
G 101-21712	Garnishments		\$413.02		
	Total GISLASON & HUNTER		\$413.02		
Paid Chk#	022876	9/26/2019	INTERNAL REVENUE SERVICE		
G 101-21701	Federal Withholding		\$1,542.11		
G 101-21703	FICA Tax Withholding		\$2,708.08		
	Total INTERNAL REVENUE SERVICE		\$4,250.19		
Paid Chk#	022877	9/26/2019	PERA		
G 101-21704	PERA		\$4,334.38		
	Total PERA		\$4,334.38		
Paid Chk#	022878	9/26/2019	SW/WC SERVICE COOPERATIVES		
G 101-21708	Employee Paid Health Insurance		\$2,375.94		
	Total SW/WC SERVICE COOPERATIVES		\$2,375.94		

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September 2019 to October 2019

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Paid Chk#	022879	9/26/2019	VALIC		
G 101-21705	VALIC		\$263.00		
	Total VALIC		\$263.00		
Paid Chk#	022880	9/24/2019	PERA		
G 101-21704	PERA		\$67.60		EMPLOYERS PORTION FOR JON BECK
	Total PERA		\$67.60		
Paid Chk#	022881	10/4/2019	ACTIVE911 INC		
E 231-42154-433	Dues and Subscriptions		\$221.00		AMB YEARLY SUBSCRIPTION
E 221-42200-433	Dues and Subscriptions		\$247.00		FIRE DEPT YEARLY SUBSCRIPTION
	Total ACTIVE911 INC		\$468.00		
Paid Chk#	022882	10/4/2019	ADVANCED SYSTEMS INC		
E 101-42100-200	Office Supplies		(\$104.10)	701238	PD-CREDIT OLD PRINTER
E 101-42100-200	Office Supplies		\$386.36	701239	PD-LEXMARK PRINTER 9/5/19 TO 9/4/2020
	Total ADVANCED SYSTEMS INC		\$282.26		
Paid Chk#	022883	10/4/2019	ALPHA WIRELESS COMMUNICATIONS		
E 101-42500-404	Repairs/Maint Machinery/Equip		\$140.00	3428	REPAIR CIVIL DEFENSE SIREN
E 101-42500-404	Repairs/Maint Machinery/Equip		\$899.00	3450	REPAIR CIVIL DEFENSE SIREN
	Total ALPHA WIRELESS COMMUNICATIONS		\$1,039.00		
Paid Chk#	022884	10/4/2019	AMAZON		
E 211-45500-592	A.V. Materials		\$83.86		LIBRARY AV
E 211-45500-590	Capital Outlay Books		\$39.33		LIBRARY BOOKS
	Total AMAZON		\$123.19		
Paid Chk#	022885	10/4/2019	AMBER HUGHES		
E 231-42154-308	Training & Instruction		\$262.58	9/13-15/19	REIMBURSE FOR EMT MEMSA CONFERENCE
	Total AMBER HUGHES		\$262.58		
Paid Chk#	022886	10/4/2019	BARCO MUNICIPAL PRODUCTS		
E 101-43100-404	Repairs/Maint Machinery/Equip		\$210.14	IN-234581	DIAMOND BLADE
	Total BARCO MUNICIPAL PRODUCTS		\$210.14		
Paid Chk#	022887	10/4/2019	BORDER STATES ELECTRIC		
E 101-42500-404	Repairs/Maint Machinery/Equip		\$12.83	918507029	FUSE FOR CIVIL DEFENSE SIREN
	Total BORDER STATES ELECTRIC		\$12.83		
Paid Chk#	022888	10/4/2019	BURTON STOESZ		
E 101-43100-404	Repairs/Maint Machinery/Equip		\$150.00	704399	USED RIM & TIRE-ST DEPT
	Total BURTON STOESZ		\$150.00		
Paid Chk#	022889	10/4/2019	CASEYS BUSINESS MASTERCARD		
E 101-42100-212	Motor Fuels		\$310.64		POLICE DEPT GAS
E 101-43100-212	Motor Fuels		\$120.33		ST DEPT GAS
E 101-45200-212	Motor Fuels		\$256.13		PARKS GAS
E 101-00000-430	Miscellaneous		\$214.53		UT GAS (BILLED THEM)
E 507-46103-212	Motor Fuels		\$39.45	9/11/19	LAKE COMM GAS-TAKE CANS
	Total CASEYS BUSINESS MASTERCARD		\$941.08		
Paid Chk#	022890	10/4/2019	CITIZEN PUBLISHING		
E 507-46103-430	Miscellaneous		\$76.80		PUBLIC HUNTING AD-LAKE COMMISSION
	Total CITIZEN PUBLISHING		\$76.80		
Paid Chk#	022891	10/4/2019	COMPUTER LODGE		

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September 2019 to October 2019

			Check Amt	Invoice	Comment
E 101-41110-151	Worker s Comp Ins Prem		\$15.00	MSP-15634	SEPTEMBER MAYOR-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 205-46500-200	Office Supplies		\$48.75	MSP-15634	SEPTEMBER EDA-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-42100-200	Office Supplies		\$48.75	MSP-15634	SEPTEMBER PD-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-00000-430	Miscellaneous		\$78.75	MSP-15634	SEPTEMBER UT-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-41400-200	Office Supplies		\$48.75	MSP-15634	SEPTEMBER OFFICE-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
Total COMPUTER LODGE			\$240.00		
Paid Chk# 022892 10/4/2019 COMPUTER LODGE					
E 101-41110-151	Worker s Comp Ins Prem		\$15.00	MSP-15816	OCTOBER MAYOR-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 205-46500-200	Office Supplies		\$48.75	MSP-15816	OCTOBER EDA-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-42100-200	Office Supplies		\$48.75	MSP-15816	OCTOBER PD-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-00000-430	Miscellaneous		\$78.75	MSP-15816	OCTOBER UT-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-41400-200	Office Supplies		\$48.75	MSP-15816	OCTOBER OFFICE-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
Total COMPUTER LODGE			\$240.00		
Paid Chk# 022893 10/4/2019 COTTONWOOD COUNTY HIGHWAY					
E 101-43121-225	Seal Coat/Crack Filling		\$25,150.04		2019 SEAL COATING
Total COTTONWOOD COUNTY HIGHWAY			\$25,150.04		
Paid Chk# 022894 10/4/2019 CRESCENT INVESTIGATIVE SERVICE					
E 101-42100-260	Recruitment		\$1,552.50	19062	PD BACKGROUND
Total CRESCENT INVESTIGATIVE SERVICE			\$1,552.50		
Paid Chk# 022895 10/4/2019 CRESCENT INVESTIGATIVE SERVICE					
E 101-42100-260	Recruitment		\$1,498.98	19063	PD-ANDREW KINNETZ BACKGROUND
Total CRESCENT INVESTIGATIVE SERVICE			\$1,498.98		
Paid Chk# 022896 10/4/2019 DAWN FAST					
E 101-41400-331	Travel Expenses		\$90.48		MILEAGE-MARSHALL SWSC INSURANCE MEETING
Total DAWN FAST			\$90.48		
Paid Chk# 022897 10/4/2019 DENNIS HULZEBOS					
E 211-45500-400	Janitor-Repairs/Maint		\$345.00		OCTOBER MAINT AT LIBRARY
Total DENNIS HULZEBOS			\$345.00		
Paid Chk# 022898 10/4/2019 DOUG BRISTOL					
E 101-42100-200	Office Supplies		\$74.55	10/1/2019	PRINTER PAPER FOR SQUADS
Total DOUG BRISTOL			\$74.55		
Paid Chk# 022899 10/4/2019 DUERKSEN ELECTRIC INC.					
E 101-45186-401	Repairs/Maint Buildings		\$99.00	4464	FIX LIGHT IN CAMPGROUND MENS BATHROOM
Total DUERKSEN ELECTRIC INC.			\$99.00		
Paid Chk# 022900 10/4/2019 EMILY ADRIAN					
E 231-42154-308	Training & Instruction		\$345.56	9/12-15/19	EMT MEMSA CONFERENCE
Total EMILY ADRIAN			\$345.56		
Paid Chk# 022901 10/4/2019 FIRE RELIEF ASSOCIATION					

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		Check Amt	Invoice	Comment
E 221-42200-100	Wages and Salaries	\$26,615.40		2019 FIRE STATE AID
Total FIRE RELIEF ASSOCIATION		\$26,615.40		
Paid Chk# 022902	10/4/2019 FRONTIER			
E 101-41400-321	Telephone	\$151.88		CITY HALL PHONE-427-2999
E 101-42100-321	Telephone	\$196.57		POLICE DEPT PHONE-427-3403
E 101-43100-321	Telephone	\$67.63		STREET DEPT PHONE-427-2997
E 101-45186-321	Telephone	\$66.57		SR CTR PHONE-427-2151
E 205-46500-321	Telephone	\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430	Miscellaneous	\$85.32		UT-PHONE
Total FRONTIER		\$605.47		
Paid Chk# 022903	10/4/2019 FRONTIER			
E 211-45500-321	Telephone	\$70.43		LIBRARY PHONE 507-427-2506
Total FRONTIER		\$70.43		
Paid Chk# 022904	10/4/2019 GALLS			
E 101-42100-205	Uniforms	\$16.99	013692323	UNIFORMS-JOHN BECK
E 101-42100-205	Uniforms	\$397.03	013754743	UNIFORMS-ANDREW K.
E 101-42100-205	Uniforms	\$113.98	013755611	UNIFORMS-ANDREW K
Total GALLS		\$528.00		
Paid Chk# 022905	10/4/2019 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# 022906	10/4/2019 HODES COMPANY			
E 101-43100-430	Miscellaneous	\$14.05	1305157	FOUR WAY VALVE STEM KEY
Total HODES COMPANY		\$14.05		
Paid Chk# 022907	10/4/2019 INDOFF INCORPORATED			
E 211-45500-200	Office Supplies	\$40.51	3278414	LIBRARY-10 REAMS PAPER
E 101-42100-200	Office Supplies	\$40.51	3278414	PD-10 REAMS PAPER
E 101-00000-430	Miscellaneous	\$243.03	3278414	UT-60 REAMS PAPER
E 101-41400-200	Office Supplies	\$364.55	3278414	CITY-90 REAMS PAPER
E 205-46500-200	Office Supplies	\$121.52	3278414	EDA-30 REAMS PAPER
E 101-00000-430	Miscellaneous	\$121.51	3278414	CHAMBER-30 REAMS PAPER
E 101-41400-200	Office Supplies	\$21.57	3281007	POST-IT NOTES
E 101-41400-200	Office Supplies	\$6.95	3281007	2020 DESK PAD-MICHAEL
E 101-42100-200	Office Supplies	\$28.31	3281007	2020 PLANNER & DESK PAD-RICK
E 205-46500-200	Office Supplies	\$24.57	3281007	2020 PLANNER-ROB
E 205-46500-200	Office Supplies	\$6.95	3281007	2020 DESK PAD-TABITHA
E 101-00000-430	Miscellaneous	\$43.17	3281007	PLANNER-RETURNED
E 205-46500-200	Office Supplies	\$24.57	3283761	2020 PLANNER-TABITHA
E 101-00000-430	Miscellaneous	\$13.73	3283761	ENVELOPES-CHAMBER
E 101-42100-200	Office Supplies	\$45.56	3283761	PD-FLASH DRIVES
Total INDOFF INCORPORATED		\$1,147.01		
Paid Chk# 022908	10/4/2019 INDOFF INCORPORATED			
E 211-45500-200	Office Supplies	\$24.50		LIBRARY OFFICE SUPPLIES
Total INDOFF INCORPORATED		\$24.50		

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			Check Amt	Invoice	Comment
Paid Chk#	022909	10/4/2019	JOHN YSKER		
E 101-43240-111	Contract		\$250.00		OCTOBER DUMP SALARY
		Total JOHN YSKER	\$250.00		
Paid Chk#	022910	10/4/2019	MAYNARDS FOOD CENTER		
E 101-41400-200	Office Supplies		\$7.90	9/27/19	TP-CITY HALL
E 101-43100-200	Office Supplies		\$32.04	9/27/19	PAPER TOWELS-ST DEPT
		Total MAYNARDS FOOD CENTER	\$39.94		
Paid Chk#	022911	10/4/2019	MILLERBERND MANUFACTURING		
E 101-43160-500	Capital Outlay		\$5,604.53	151039	STREET LIGHT POLES FOR 10TH STREET (ONE WAY STREET)
		Total MILLERBERND MANUFACTURING	\$5,604.53		
Paid Chk#	022912	10/4/2019	MINNESOTA ENERGY RESOURCE CORP		
E 211-45500-383	Gas Utilities		\$5.30		LIBRARY GAS-ACCT#0502593301
E 101-45186-383	Gas Utilities		\$19.62		COMM CTR GAS-ACCT#0504742031
		Total MINNESOTA ENERGY RESOURCE CORP	\$24.92		
Paid Chk#	022913	10/4/2019	MINNESOTA MUTUAL LIFE		
E 101-42100-135	Employer Paid Other		\$1.70		OCTOBER BRIAN LUNZ LIFE INSURANCE
E 101-42100-134	Employer Paid Life		\$5.10		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		\$3.40		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		\$29.30		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	\$70.90		
Paid Chk#	022914	10/4/2019	MINNESOTA PAVING		
E 101-43121-224	Street Maint Materials		\$114.82	1545198	3/4" WITH FINES-QUARTZITE
		Total MINNESOTA PAVING	\$114.82		
Paid Chk#	022915	10/4/2019	MUNICIPAL UTILITIES		
E 101-45200-380	Elec,Water,Sewer		\$112.39		LAWCON PARK
E 101-41400-380	Elec,Water,Sewer		\$411.96		CITY HALL UT
E 101-45200-380	Elec,Water,Sewer		\$152.76		CITY PARK RESTROOMS UT
E 101-45186-380	Elec,Water,Sewer		\$372.84		SR CTR UT
E 101-43100-380	Elec,Water,Sewer		\$222.63		ST DEPT UT
E 221-42200-380	Elec,Water,Sewer		\$180.71		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380	Elec,Water,Sewer		\$89.00		AMB PORTION OF FIREHALL UT
E 211-45500-380	Elec,Water,Sewer		\$364.62		LIBRARY UT
E 101-45183-380	Elec,Water,Sewer		\$925.42		UT AT CAMPGROUND
E 101-45200-380	Elec,Water,Sewer		\$117.91		UT AT CITY PARK SHELTERHOUSE
		Total MUNICIPAL UTILITIES	\$2,950.24		
Paid Chk#	022916	10/4/2019	MUNICIPAL UTILITIES		
E 101-43100-384	Refuse/Garbage Disposal		\$35.00		PRESSURE VESSEL CHECK FEE
		Total MUNICIPAL UTILITIES	\$35.00		
Paid Chk#	022917	10/4/2019	MUNICIPAL UTILITIES		
E 101-43160-381	Electric Utilities		\$3,660.82		AUGUST STREET LIGHTING

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September 2019 to October 2019

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Total MUNICIPAL UTILITIES			\$3,660.82		
Paid Chk#	022918	10/4/2019	MUNICIPAL UTILITIES		
E 101-41400-200	Office Supplies		\$19.50		CITY-POSTAGE-7/3/19 TO 9/30/19
E 205-46500-200	Office Supplies		\$8.00		EDA-POSTAGE-7/3/19 TO 9/30/19
Total MUNICIPAL UTILITIES			\$27.50		
Paid Chk#	022919	10/4/2019	MUSKE, MUSKE, SURHOFF		
G 101-15506	PREPAID-LEGAL FEES		\$1,400.00		OCTOBER LEGAL RETAINER
Total MUSKE, MUSKE, SURHOFF			\$1,400.00		
Paid Chk#	022920	10/4/2019	NEIL WENNER		
E 231-42154-404	Repairs/Maint Machinery/Equip		\$276.00	90965	BATTERIES FOR AMB STRYKER COT
Total NEIL WENNER			\$276.00		
Paid Chk#	022921	10/4/2019	NICKEL CONSTRUCTION		
E 101-41400-401	Repairs/Maint Buildings		\$1,133.69	20864	PRUNE & CLEAN UP LANDSCAPING AT CITY HALL
Total NICKEL CONSTRUCTION			\$1,133.69		
Paid Chk#	022922	10/4/2019	RADAR ROAD TEC		
E 101-42100-406	Vehicle Maint/Gen Repairs		\$70.00	6421	PD-2 RADAR CERTIFICATIONS
E 101-42100-406	Vehicle Maint/Gen Repairs		\$100.00	6421	REAR ANTENNA
Total RADAR ROAD TEC			\$170.00		
Paid Chk#	022923	10/4/2019	RADTKE WELDING		
E 101-45200-404	Repairs/Maint Machinery/Equip		\$461.25	9411	WORK AT LAWCON PARK
Total RADTKE WELDING			\$461.25		
Paid Chk#	022924	10/4/2019	RITWAY BUSINESS FORMS		
E 101-41400-200	Office Supplies		\$208.29	19-32899	PAYROLL CHECKS
Total RITWAY BUSINESS FORMS			\$208.29		
Paid Chk#	022925	10/4/2019	THE DEN LLC		
E 205-46500-430	Miscellaneous		\$50.77	9/16/19	FOOD FOR EDA MEETING
Total THE DEN LLC			\$50.77		
Paid Chk#	022926	10/4/2019	THIRD AVENUE AUTO PARTS		
E 507-45150-404	Repairs/Maint Machinery/Equip		(\$3.63)		EARLY PAY CREDIT
E 507-45150-404	Repairs/Maint Machinery/Equip		\$58.65	S176327	FILTERS FOR WEED HARVESTOR
Total THIRD AVENUE AUTO PARTS			\$55.02		
Paid Chk#	022927	10/4/2019	TITAN PRO		
E 101-45200-402	Repairs/Maint- Ground		\$93.47	206707	BUCCANEER FOR PARKS
Total TITAN PRO			\$93.47		
Paid Chk#	022928	10/4/2019	UNITED PRAIRIE BANK		
G 221-10400	Investments at Cost		\$18,445.00		PURCHASE CD FOR FIRE DEPT-MONEY FROM TOWNSHIP EQUIPMENT LINE
Total UNITED PRAIRIE BANK			\$18,445.00		
Paid Chk#	022929	10/4/2019	VERIZON		
E 101-42100-321	Telephone		\$9.21		POLICE CELL PHONE
E 231-42154-321	Telephone		\$9.21		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		\$35.01		AMB JET PACK
Total VERIZON			\$123.45		

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September 2019 to October 2019

Check Amt Invoice Comment

Paid Chk#	Date	Account	Check Amt	Invoice	Comment
Paid Chk# 022930	10/4/2019	WINDOM AREA HEALTH			
E 101-00000-430	Miscellaneous		\$50.00		LIVE WELL-GROCERY STORE TOUR
	Total	WINDOM AREA HEALTH	\$50.00		
Paid Chk# 022931	10/4/2019	WINDOM TOWING			
E 101-42100-430	Miscellaneous		\$165.66	377230	TOW EXPEDITION CASE #19099230
	Total	WINDOM TOWING	\$165.66		
Paid Chk# 022932	10/4/2019	WL CONSTRUCTION SUPPLY INC			
E 221-42200-404	Repairs/Maint Machinery/Equip		\$183.94	22550	FD-CARBIDE TIPS FOR SALZALL
	Total	WL CONSTRUCTION SUPPLY INC	\$183.94		
		10100 United Prairie	\$117,657.93		

Fund Summary

10100 United Prairie	
101 GENERAL FUND	\$63,439.71
205 ECONOMIC DEVELOPMENT AUTHORITY	\$408.79
211 LIBRARY FUND	\$975.25
221 FIRE DEPT FUND	\$45,672.05
230 REVOLVING LOAN FUND	\$4,354.50
231 AMBULANCE FUND	\$1,238.36
303 TIF #1-5 POPD KERNS	\$948.00
507 LAKE COMMISSION FUND	\$171.27
607 EDA----4 PLEX FUND	\$105.00
608 EDA----8 PLEX FUND	\$210.00
609 EDA-- MASON MANOR	\$135.00
	\$117,657.93

Paid Chk# 000625E	9/21/2019	USDA-RURAL DEVELOPMENT			
E 211-45500-602	Other Long-Term Oblig Princ al		\$4,460.97		2019 LIBRARY ROOF LOAN PAYMENT
E 211-45500-610	Interest		\$1,618.03		2019 LIBRARY ROOF LOAN PAYMENT
	Total	USDA-RURAL DEVELOPMENT	\$6,079.00		
Paid Chk# 000626E	9/30/2019	UNITED PRAIRIE BANK			
E 101-41400-301	Auditing and Acct g Services		\$30.00		SEPTEMBER ACH FEE
	Total	UNITED PRAIRIE BANK	\$30.00		
Paid Chk# 000627E	10/1/2019	STATE OF MINNESOTA			
G 101-20802	Sales Tax Payable		\$579.00		3RD QUARTER 2019 CAMPGROUND TAX
	Total	STATE OF MINNESOTA	\$579.00		

**City of Mountain Lake
Planning and Zoning Commission
Monday, June 3, 2019
5:30 PM
City Hall**

Members Present: Bryan Bargaen, Dean Janzen, Doug Regehr, Sharron Hanson,
Council Liaison Andy Ysker, Shelby Medina

Members Absent: Nik Strom, Tim Swoboda

Staff Present: Michael Schulte, Administrator/Clerk

Others Present: Ellie Schulte

Call to Order

The meeting was called to order at 5:35 PM.

Election of Officers

Bryan Bargaen currently serves as the Chairman and Nik Strom serves as the Vice-Chairman.
Motion by Janzen, seconded by Medina, to approve the same officers as 2018. Motion carried.

Adoption of Agenda

Motion by Hanson, seconded by Janzen, to approve the agenda as presented. Motion carried.

Approval of May 13, 2019 Minutes

Spelling errors were mentioned and will be corrected by the administrator. Motion by Janzen, seconded by Hanson, to approve the minutes with the spelling changes. Motion carried.

Review and Approval of Planning & Zoning Setbacks of Building Permits

Presented permits meet planning and zoning setbacks and code. Motion by Janzen, seconded by Hanson, to approve the planning and zoning setbacks of listed building permits. Motion carried.

Residential Backyard Chickens

As requested from the previous Planning & Zoning Commission meeting, the administrator presented a draft ordinance that would allow residential backyard chickens. The administrator went through each section of the ordinance, the license process, the regulations, the structure standards, and other rules. Regehr asked questions and stated comments regarding leg banding, structure standards, and the application process. Hanson stated her conversation from a resident from Madelia about the younger generation wanting backyard chickens. Ellie Schulte stated her

experience with state FFA in South Dakota and how residential backyard chickens could be a great FFA project for Mountain Lake students. The ordinance and its components were discussed further. Motion by Regehr, seconded by Medina, to approve to recommend to the city council to approve Ordinance #5-19 – Residential Backyard Chickens, with the additions of adding mandatory leg bands with property owner identification and that the chicken coop must be removed or refurbished after 12 months of not housing chickens. Voting aye: Regehr, Medina, Hanson, Bargan. Voting nay: Janzen. Motion carried.

Mobile Food Units

Mobile food units were tabled to the next meeting due to time constraints before a city council meeting at 6:30 p.m.

Adjourn

The meeting adjourned at 6:18 p.m.

Approved September 20, 2019

ATTEST:

Michael Schulte Administrator/Clerk

doug bristol

From: Chuck <chuck@charleswitt.com>
Sent: Tuesday, August 20, 2019 9:03 PM
To: dbristol@mountainlakemn.com
Subject: August Police Commission Minutes

Flag Status: Flagged

Minutes, Police Commission Meeting
August 20, 2019

1. Meeting called to order at 7:00 PM
2. Members present:
 - a. Chad Eken, Chairman
 - b. Chuck Witt, Secretary
 - c. Brian Lunz
 - d. Randy Junker
 - e. Dana Kass, City Council Liaison
 - f. Michael Schulte, City Administrator
 - g. Doug Bristol, Police Chief
3. Minutes
 - a. July minutes read and accepted without motion
4. Bills/Income/Expenses
 - a. No questions or issues
 - b. Allowed to be accepted without motion
5. Chief's Report
 - a. New format with greater detail
 - i. More accurate on call type and volume
 - ii. Previous format filtered by department officer number range (110-119)
 - iii. This pulled data from neighboring agencies with same officer numbers
6. Old Business
 - a. Hiring Update
 - i. Interviews conducted
 - ii. Three candidates identified
 1. Jon Beck, PT
 2. Andrew Kinnetz, FT
 3. David Tran, PT
7. New Business
 - a. Hiring Update
 - i. Background checks beginning week of August 26, 2019
 - ii. Try to have J. Beck training first since should be shorter training
 - iii. A. Kinnetz signed a 2-year contract understanding if voluntarily leaves department before end of contract, some reimbursement may happen

- iv. Expressed to option second PT after January 1, 2020 since Beck stated possibility of 8-9 month minimum employment
- v. Approval for adjusting PT pay for Beck to \$20/hour since bringing experience to department
- b. Equipment Purchase
 - i. Replaced two approximately 12-year-old cameras
 - 1. Cost of approximately \$500 each
 - 2. Each has 64GB SD card
 - 3. Each capable of recording video in addition to stills
 - ii. Need to replace 64GB SD card for squad car video camera

8. Items from the Floor

- a. None

9. Adjournment

- a. Motion: Chad Eken
- b. Second: Randy Junker
- c. Meeting adjourned at 8:05 PM

Chuck Witt

Owner | Charles Witt Communications, LLC | 507-382-0186
414 11th Street N | Mountain Lake, MN 56159
www.charleswitt.com

Instructor | Mountain Lake Firearms Academy | 507-327-2807
<http://www.mountainlakefirearms.com>

"The right to keep and bear arms shall not be infringed." - 2nd Amendment

"Laws that forbid the carrying of arms...disarm only those who are neither inclined nor determined to commit crimes. Such laws make things worse for the assaulted and better for the assailants, they serve rather to encourage than to prevent homicides, for an unarmed man may be attacked with greater confidence than an armed man." - Thomas Jefferson

REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY
August 23, 2019
12:00 NOON

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

ABSENT: Jason Flanagan. Dean Janzen and Brad Hanson, Advisors.

STAFF PRESENT: Rob Anderson and Tabitha Garloff

CITY ADMINISTRATOR: Michael Schulte

GUEST: John Hall, Hall's Handy Heating and Cooling, LLC., Dave Bucklin, Cottonwood Soil and Water Conservation District, Brian Maciej, Lime Valley Advertising, Inc., sue Garloff, Elsie Wiens, Alvin Wiens, Chad Eken, Fulda Area Credit Union, Deanna Anderson, Observer/Advocate, Karen Stoesz and Anne Reese.

1. Call to Order: Jerry called the meeting to order at 12:04 p.m.
2. Motion to Approve Consent Agenda
Consent Agenda:
 - a. Approval of July 15th, 2019 Regular EDA Meeting Minutes.
 - b. Approval of Financial Reports and Bills. Motion made and seconded by Mike and Darla to approve the consent agenda. Carried. Motion made and seconded by Vern and Darla to approve the Special Meeting Minutes from July 19th, 2019. Carried.

*Dave Bucklin from Cottonwood Soil and Water Conservation District was in attendance seeking approval to plant trees in spring 2020 by the southeast storm water pond in the commercial park. Dave stated the trees would help keep the water in the storm water pond cooler and cleaner. Dave will select trees according to the landscape, allow space for the welcome sign and plant the trees ten feet from the property line. Trees that Dave have selected include narrow oak, narrow birch and narrow maple. Dave will locate the funding for the project. Motion made and seconded by Mike and Chuck to approve the planting of trees around the storm water pond east of Casey's lot in spring 2020. Carried.

3. Mt. Lake Commercial Park Brochure. Brian Maciej, Lime Valley Advertising, Inc. in Attendance. Rob gave a brief description on what Lime Valley Advertising offers and introduced Brian. Brian gave a presentation of the products he felt would benefit and help market property in the commercial park. Brian suggested an 8 ½" x 11" colored brochure. The brochure would include a map of available and sold lots. Brian also presented geo-fencing. Geo-fencing captures cell phone data of visitors that enter the fenced location with a mobile phone with location tracking turned on. Geo-fencing can be adjusted to a target location. Visitors will immediately be targeted with ads and remain on the list for 30 days since entering the geo-fencing location. The brochures become the property of the EDA and can be downloaded to the city website. Brochure distribution methods could include mail, welcome bags, visitor bags and handouts at Community Venture Network meetings. Brian suggested not ordering more than can be used in a 12-month time frame due to ongoing changes in the commercial park. The brochure would be presented to the board for approval before printing. Motion made and seconded by Steve and Mike to order 250, 8 ½" x 11" brochures total cost of \$775.45. Carried. Geo-fencing tabled until September meeting.

4. Loan Request from John Hall, Hall's Handy Heating and Cooling, LLC. Rob gave an overview of the loan request from John Hall, Hall's Handy Heating and Cooling. John is requesting an EDA loan of \$32,000 to refinance a current loan. Loan terms are 3 years, 4% interest rate and monthly payment of \$885.72. Packaged in with the deal are John's need for building improvements in the amount of a \$30,000 Small Cities Development Program (SCDP) loan. Total project cost is \$95,800. Fulda Area Credit Union will finance \$15,000 for building acquisition, \$10,000 for building improvements with a 10-year loan for John's portion of the SCDP loan and establish a \$30,000 line of credit for operating expenses. John will also provide sweat equity in the project. John gave a brief description of his business and where the business is headed and an explanation of the EDA loan to refinance the current loan and Small Cities Development Program loan being requested. John stated the business started in 2016 and it is growing rapidly, and his plans are to hire 1 new employee this fall and 1 new employee in the spring. John was excused from the meeting. Motion made and seconded by Vern and Darla to approve the \$30,000 EDA loan. Carried. Motion made and seconded by Mike and Darla to approve the \$20,000 SCDP loan. Carried.
5. 2020 EDA Proposed Budget. Rob reviewed the 2020 EDA budget. Darla stated she would like supporting documents to show the need for an increase in hours for Tabitha's position. The board appointed a committee to review Tabitha's position and responsibilities to support full time employment. The committee will include Darla, Steve and Vern. Michael stated the budget changes need to be done by September 3rd to allow time to make the necessary changes.
6. EDA Sale of Property Located at 1205 Third Avenue. Closing date is September 3rd.

*Rob showed the video created by Ethan Clerc, EC Media, of the commercial park to the board for approval. Mike would like different music, more dynamic and Vern suggested having the video narrated.

7. Mt. Lake Commercial Park:
 - a. Welcome Sign. There is a design change to the sign according to the project engineer. The sign will be 2 sided increasing the cost of the metal used in making the lettering. Estimate from Elmendorf Manufacturing for the metal letters is \$30,993.75. The budget was \$30,000, \$5,000 was used for engineering. Available funds of \$25,000 are not enough to cover the letters, dirt work, landscaping and concrete base. \$5,000 was allotted for the sign in the 2020 budget. Estimated total project cost is \$40,000. Rob will apply for grants. Mike suggested getting bids from Lohrenz, Herrig's Construction and Quad Brothers for the dirt work.
 - b. Subway meeting. Rob has met with a Subway franchise owner several times. Subway stated they are ready to move forward and would like the EDA to build them a building they could lease. They are willing to sign a long-term lease. They are interested in the lot next to Casey's. Rob stated he is in the process of looking into options for a building. The EDA would build the shell of the building and Subway has a construction manager that finishes the building. There are several designs to choose from. The EDA would use local contractors to construct the building. The EDA would need to hire an architect to design the building. Subway needs 1,300 to 1,800 square feet depending on the design chosen. Subway prefers a cement parking lot however it can be paved. The parking lot would offer parking for 20 autos and semi parking. The estimated cost to the EDA to construct a

- building and parking lot is \$500,000 and \$250,000 for Subway to finish the building. Rob stated Northland Securities would need to advise the EDA with financial advice if the board decides to move forward. Rob suggested the EDA try to avoid using funds that require taxpayer's backing. The construction committee of Jerry, Mike and Steve will meet for further discussion.
- c. Business Visits. Rob and board members have started making business visits. Rob stated the visits have been going well.
 - d. Other.
8. TIF District 1-8, Economic Development District No. 2 (Downtown Redevelopment Project).
- a. TIF District Time Expansion, Special Legislation. Michael stated the cost to file for the extension is \$500. The extension will provide an additional 5 years from April 2021 and needs to be done in this legislation session. Michael will research the process further. Motion made and seconded by Steve and Darla to prepare the documents for the extension. Carried.
 - b. Other
9. Day Care Building. Project is on schedule. Tim ran into a spot on the roof where flashing was not installed correctly adding extra labor and materials cost to the job.
10. GENERAL DISCUSSION:
- a. Potential Housing Project with Community Asset Foundation. The Community Asset Foundation would like to propose a housing project at Lakeview Estates that they would be the developer for. The homes would be single-family homes and would be either rented or purchased. They are a non-profit organization and can access low interest USDA funds. They would also request that the EDA establish a TIF housing district for them. Initially they are looking at 5 lots adjacent to golf course road. Currently they are working on a similar project in Howard Lake. Brad Hanson contacted Rob and stated a local contractor is interested in constructing a twin home on block 2 lot 7 at Lakeview Estates and asked if the EDA would offer a free lot along with no assessments. Assessments on the lot are approximately \$30,000. Rob will provide more information when it is available. Darla asked what dollar amount this project would bring back into the community. The Community Asset Foundation does use an association to take care of maintenance and asked if the EDA would consider providing management services providing additional income to the EDA.
 - b. Next Regular Board Meeting is September 16th, 2019
 - c. Other Business. Karen Stoesz presented the board with the need for warehousing/cold storage demands in the area. Karen provided printouts with examples of types of warehouses/cold storage needed, businesses that use warehouses/cold storage, jobs created, pay scales for employees and businesses that could be brought to Mountain Lake. Karen stated the commercial lot is a prime spot due to its location to highway 60 and access to the railroad.
11. ADJORN. Jerry adjourned the meeting at 1:49 p.m.

SPECIAL MEETING
ECONOMIC DEVELOPMENT AUTHORITY
September 6, 2019
12:00 NOON

PRESENT: Mike Nelson, Chuck Stevensen, Vern Peterson, Darla Kruser and Jason Flanagan. Dean Janzen, Clara Johnson and Brad Hanson, Advisors.

ABSENT: Steve Syverson

City ADMINISTRATOR: Michael Schulte

STAFF PRESENT: Rob Anderson and Tabitha Garloff

1. Call to Order: Jerry called the meeting to order at 12:03 p.m.
2. 1205 3rd Ave Title Issues, Escrow Agreement, Closing. Rob stated when Fulda Area Credit Union was having Schramel Law Office prepare title work it was discovered the Minnesota Department of Revenue had placed a lien on the property in the amount of \$7,126.63. The lien is delaying the closing. Rob stated they would like to prepare an agreement between the EDA and Bruce that stated the amount of the lien would be taken care of by the end of the proposed agreement date of December 31, 2019. When the Contract for Deed was canceled Maryellen Suhrhoff neglected to submit all the proper paperwork to the Department of Revenue. Maryellen is submitting the correct paperwork and feels confident that the lien release will be approved due to there being no equity in the property. If submitting the proper paperwork to release the lien does not go through a second option is to re-cancel the contract for deed. Re-canceling the contract would clear up the issue but would take another 60 days. The request today is to close on the property next week and funds in the amount of \$7,126.63 would be held in an escrow with Schramel's office until the lien is released. Motion made and seconded by Darla and Mike to do whatever paperwork necessary to close with Bruce and set up escrow for lien amount of \$7,126.63. Carried.
3. Report from EDA Budget Committee 8/29 Meeting/Recommendation for 2020 Budget. Darla stated the committee did not have enough information to support a fulltime position for the EDA Assistant position. Motion made and seconded by Darla and Vern to leave the EDA Assistants hours at 30 hours. Carried. Rob reviewed 2 options for the 2020 budget. Motion made and seconded by Darla and Mike to approve option 1 leaving the interfund amount at a 3% increase over 2019 for the 2020 budget. Carried.
4. Other. Rob reviewed the construction committee meeting from 9/6/2019 about Subway. The design, lot size and location were discussed. Rob stated the next step is to hire an architect. Subway utilizes Falls Architecture Studio from Sioux Falls. Falls Architecture Studio is the firm The Miller Group, Subway franchise owners, uses to remodel and build Subway stores in the area. The cost is \$2,500 to hire Falls do a conceptual design and cost estimates. The committee recommended to move forward and hire Falls Architecture Studio for \$2,500. Motion made and seconded by Darla and Jason to hire Falls Architecture Studio. Carried.
5. Adjourn. Jerry adjourned the meeting at 12:50 p.m.

Mountain Lake Municipal Utilities Commission Meeting
Mountain Lake City Hall
Friday, September 13, 2019
7 AM

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

Members Absent: Sue Garloff

Staff Present: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office Manager; Ron Melson, Electric Superintendent; Dave Watkins, Electric Lineman; Lane Anderson, Electric Lineman, Taylor Nesmoie, Water/Wastewater Foreman, 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 Janzen, seconded by Johnson, to approve the agenda, August 22 Minutes, and Bills #019225 – 019291. Motion carried.

Ditch Witch Excavator

The recently applied for OSHA grant application to purchase a Ditch Witch excavator was approved for \$10,000 by the Department of Labor & Industry. The Ditch Witch excavator was quoted at a price of \$26,000. The department will need to pay the remaining \$16,000. Timing of the purchase and receiving other quotes were discussed. The proof of purchase for the grant disbursement must be completed by mid-January of 2020. There is another brand of this type of equipment but the department has a history with Ditch Witch. The department will look into the price of the trailer and if there are any cost savings of creating their own. Motion by Janzen, seconded by Sawatzky, to purchase the Ditch Witch excavator at a price of \$26,000 in 2019. Motion carried.

Conductor Power – Substation Project

All formal documents have been sent to the city attorney to notify Conductor Power that the utility demands reimbursement for overpayment of the project.

Substation Fence

When constructing the fence at the new substation, the fenced area was expanded to accommodate 1-2 vehicles that have been impounded by the Police Department. The Police Department was not billed for the expansion of the fence but it was agreed at a past meeting that the department would be charged rent when it is used. Costs of impounding, rates, and costs of the Police Department were discussed. Motion by Sawatzky, seconded by Johnson, to charge \$20/day for when the Police Department uses the space. The Police Department can charge accordingly to the affected party but the Electric Department will receive \$20/day.

Water/Wastewater Department

The department has been flushing hydrants and plan to clean the R.O. system at the water treatment plant next week. The dehumidifier at the water treatment plant was returned but is not working again. Due to costs of repairs of fixing the dehumidifiers, it was recommended by Hall's to replace the dehumidifiers with a new dehumidifier and have a rotation over time. The department will look into this issue further.

MSC – SIU

The administrator is waiting to receive a revised SIU agreement from MSC.

Easement with Apex Energy

Apex Energy is requesting an easement through where the city will own land for the wastewater ponds. Apex is proposing a 335MW wind project north of Mountain Lake. They have easements that extend all the way down to Highway 60 on both the east and west sides of town. In order to connect all of their wind leases together, they need underground collection easements in certain locations to connect the dots. This easement would pay \$30/acre/year, and the easement would be for the entire 16 acre parcel. It was requested to receive a better photo and ask questions about any interconnections within our service territory.

Joint Resolution #24-19 Orderly Annexation

The joint resolution of the City of Mountain Lake and the Township of Midway pertains to orderly annexation of unincorporated land for the development of new sewer ponds. Motion by Janzen, seconded by Johnson, to recommend to the city council to approve Joint Resolution #24-19. Motion carried. If passed by the city council, the resolution will be given to Midway Township to review. Midway Township can approve or not approve the resolution. Both entities must approve the resolution to take effect.

CMPAS Annual Meeting

Janzen, Savage, and Langland plan to attend the CMPAS annual meeting on October 10. CMPAS needs to know how many are coming from Mountain Lake by October 4.

Land Negotiations

Motion by Janzen, seconded by Johnson, to close the public meeting and open the closed meeting at 8:06 a.m. Motion carried. Motion by Janzen, seconded by Johnson, to close the closed meeting and open the public meeting at 8:15 a.m. Motion carried. No action taken.

Adjourn

The meeting was adjourned at 8:16 a.m.

Approved September 26, 2019

ATTEST:

Michael Schulte, Administrator/Clerk

**Regular City Council Meeting
Mountain Lake City Hall
Monday, September 16, 2019
6:30 p.m.**

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

Members Absent: None

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

Others Present: Sue Garloff, Deanna Anderson, Observer/Advocate; Tom Appel, County Commissioner; Jennifer Klassen, Justin Klassen, Doug Regehr

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 Ysker, to add 2. E – Approve Tobacco License for Casey’s General Store, 2.F – Hire Dylan Oeltjenbruns, Fire Department, effective September 11, 2019, 2.G – Hire Daniel Oeltjenbruns, Fire Department, effective September 11, 2019 to the consent agenda and 9.A Closed Meeting to Discuss Land Negotiations to the agenda. Motion carried.

Motion by Savage, seconded by Kruser, to approve the agenda and consent agenda as amended. Motion carried.

Bills: Checks #22824 – 22864, 622E – 624E

Payroll: Checks #64819 – 64854

Approve July Library Board Minutes, July/August Library Report, & July/August Expenses

Approve September 3 City Council Minutes

Approve Tobacco License for Casey’s General Store

Hire Dylan Oeltjenbruns, Fire Department, effective September 11, 2019

Hire Daniel Oeltjenbruns, Fire Department, effective September 11, 2019

Public

Tom Appel, County Commissioner, wanted to provide the council the county’s setbacks for feedlots and earthen basins. Depending on the size of a feedlot, a setback from a residence can be from one-fourth of a mile to one mile and earthen basins are a one mile setback unless the property owners affected sign-off on the proposed project. Earthen basins are a one mile set

back. The feedlot and basin setbacks were established in 1995. The council thanked Appel for the information and clarification of the ordinances.

Police Department

Doug Bristol, Police Chief, provided an update to the council on the hiring process. A full-time officer will be hired contingent upon background, psychological, and other checks and tests. This will be brought forward to the council at a future meeting. John Beck, who applied for the seasonal/part-time position, was selected by the interview committee to fill this position. Bristol discussed Beck's experience and background. The last part-time/seasonal officer was paid around \$18/hour. With Beck's experience, Bristol is requesting to pay Beck \$20/hour. With Beck's experience, there will also be savings in training and equipment costs. Motion by Kruser, seconded by Ysker, to hire John Beck at \$20/hour effective September 16, 2019. Motion carried.

Rental Inspection Fees

Current rental inspection fees are set at \$10/building. Steve Carson, Building Inspector, recommended raising the rate to offset his and the city's administrative costs. Carson inspects rental units each year to ensure each unit is up to code and safe for residents to live in. Motion by Kruser, seconded by Savage, to raise the rental inspection fee to \$20 per building. Motion carried.

2020 Budget

Modifications from the last meeting were made. The EDA budget was adjusted to lower revenue taken from interest and management fees to offset the proposed full-time hours of the EDA Assistant to just under 30 hours. The interfund transfer and levy will remain the same. The levy is set at \$765,650, a 9% levy increase from 2019. The levy from last meeting was at 8.25%. The 0.75% increase was added in the miscellaneous line item to round it to 9%. The preliminary levy can be lowered in December but not raised. After the resolution is approved, the council must set a public meeting time to discuss the budget in December prior to setting the final levy for 2020. Motion by Kass, seconded by Kruser, to approve Resolution #25-19 – Adopting Proposed Preliminary Property Tax Levy. Motion carried.

2020 Budget Public Meeting

Motion by Savage, seconded by Ysker, to set the 2020 budget public meeting for 6:00 p.m. December 3, 2019 at the council chambers. Motion carried. The public meeting is set for 30 minutes prior to the regular council meeting. Comments regarding the levy or budget can be made prior to the meeting by calling 507-427-2999 ext.1, emailing mschulte@mountainlakemn.com, or mailing a letter to City of Mountain Lake, 930 3rd Ave, P.O. Box C, Mountain Lake, MN 56159.

City Attorney

There was a pre-trial regarding the greenhouses on September 11. The property owners did not have an attorney representing them. The trial date is set for September 25. The property owners of the greenhouses were also given a citation for the vehicles on the property. Various public nuisances and their statuses were discussed.

Closed Meeting to Discuss Land Negotiations

Motion by Savage, seconded by Kass, to close the public meeting and open the closed meeting at 7:19 p.m. Motion carried. Motion by Kruser, seconded by Ysker, to close the closed meeting and open the public meeting at 7:47 p.m. Motion carried. Direction was given to the city administrator and the city attorney to continue land negotiations.

Joint Resolution #26-19 – Orderly Annexation

The joint resolution of the City of Mountain Lake and the Township of Midway pertains to orderly annexation of unincorporated land for the development of new sewer ponds. The city attorney explained the resolution and its components. Motion by Savage, seconded by Kass, to approve Joint Resolution #26-19 – Orderly Annexation. Motion carried. The resolution will be given to Midway Township to review. Midway Township can approve or not approve the resolution. Both entities must approve the resolution to take effect. Councilmember Savage expressed that the city and the utility will still be working with Shirley Riihl, the neighboring property to the proposed ponds, on an agreeable and fair solution to her situation with her proximity to the ponds.

Adjourn

The meeting was adjourned 7:50 p.m.

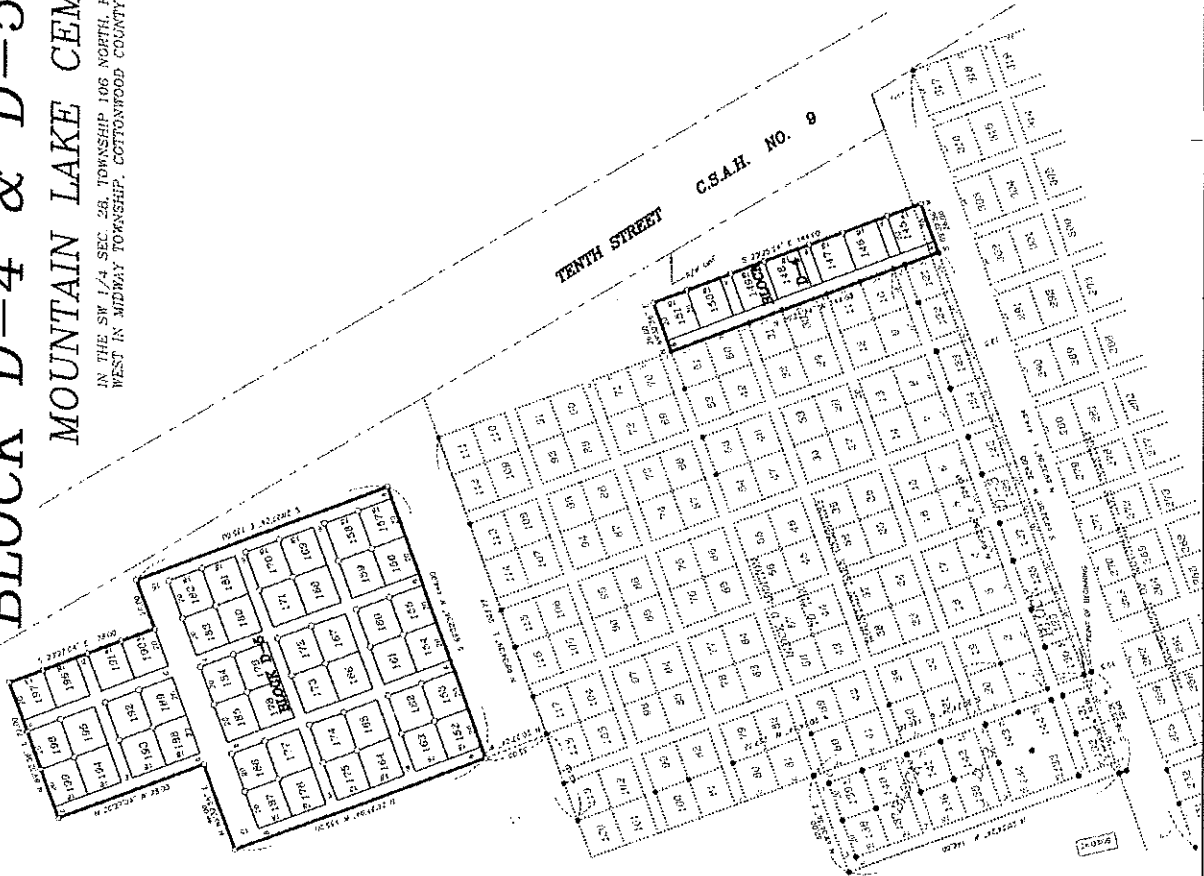
ATTEST:

Michael Schulte, Administrator/Clerk

BLOCK D-4 & D-5 ADDITION

MOUNTAIN LAKE CEMETERY

IN THE SW 1/4 SEC. 28, TOWNSHIP 106 NORTH, RANGE 34
WEST IN MIDWAY TOWNSHIP, COTTONWOOD COUNTY, MINNESOTA



NOTICE TO THE PUBLIC: The City of Mountain Lake, Minnesota, has received from the Board of Trustees of the Mountain Lake Cemetery, a plat of the above described lots, for the purpose of adding to the cemetery. The Board of Trustees of the Mountain Lake Cemetery, is a body corporate, organized under the laws of the State of Minnesota, and is authorized to sell and convey the above described lots, for the purpose of adding to the cemetery. The City of Mountain Lake, Minnesota, is a body corporate, organized under the laws of the State of Minnesota, and is authorized to receive and hold the above described lots, for the purpose of adding to the cemetery. The Board of Trustees of the Mountain Lake Cemetery, is a body corporate, organized under the laws of the State of Minnesota, and is authorized to sell and convey the above described lots, for the purpose of adding to the cemetery. The City of Mountain Lake, Minnesota, is a body corporate, organized under the laws of the State of Minnesota, and is authorized to receive and hold the above described lots, for the purpose of adding to the cemetery.

The following is a list of the names of the persons who have been named in the plat of the above described lots, for the purpose of adding to the cemetery. The names of the persons who have been named in the plat of the above described lots, for the purpose of adding to the cemetery, are as follows: [List of names]

SUBJECT MATTER:
The above described lots, for the purpose of adding to the cemetery, are as follows: [List of lots]

WITNESSED:
The above described lots, for the purpose of adding to the cemetery, are as follows: [List of lots]

ATTEST:
The above described lots, for the purpose of adding to the cemetery, are as follows: [List of lots]

NOTARIAL PUBLIC:
The above described lots, for the purpose of adding to the cemetery, are as follows: [List of lots]

NOTARIAL PUBLIC:
The above described lots, for the purpose of adding to the cemetery, are as follows: [List of lots]

NOTARIAL PUBLIC:
The above described lots, for the purpose of adding to the cemetery, are as follows: [List of lots]

NOTARIAL PUBLIC:
The above described lots, for the purpose of adding to the cemetery, are as follows: [List of lots]

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 that seriously affect travel.

3. Method of Snow Removal

Snow will be plowed in a manner 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 10th Street from 1st Avenue to 4th Avenue
- b. Plow the entire length of 10th Street
- c. Next windrow 3rd Avenue from 8th Street to 12th Street
- d. Plow 3rd Avenue (CR 27) from east Hwy 60 entrance to west Hwy 60 entrance
- e. Next windrow 11th Street from 4th Avenue to 2nd Avenue
- f. Next windrow 2nd Avenue from 10th Street to 12th Street
- g. Clean around the schools and 4th Avenue, then 5th Avenue, 6th Avenue, 7th Avenue, Prince Street, 9th Avenue, 10th 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 15th 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 its first regular meeting in October.



COTTONWOOD COUNTY PUBLIC WORKS

Nicholas Klisch P.E., Public Works Director
1355 9th Ave. Windom, MN 56101

Ph. (507) 831-1389

Fax (507) 831-2367

September 24, 2019

RE: Winter Snow Plowing Agreement

Dear: Michael Schulte

Please find attached the Winter Snow Agreement for the upcoming season. Please sign the agreement and return for a final signature. The document will then be copied and returned to you for your records. The cost per mile did not change from last year. If the city feels the reimbursement amount needs to be adjusted, please track actual costs for the county to review.

Sincerely,

Nicholas Klisch, P.E.
Cottonwood County Public Works Director

AGREEMENT

THIS AGREEMENT made and entered into by the County of Cottonwood, Minnesota, hereinafter referred to as the “**County**” and the City of Mt. Lake, Minnesota, hereinafter referred to the “**City**”.

WHEREAS, Pursuant to Minnesota Statutes of 2002, Section 162.17, Subdivision 3, the parties desire to enter into an agreement relating to the routine maintenance certain County State Aid Roadways as listed below, upon the terms and conditions hereinafter set forth.

NOW THEREFORE, The parties do agree as follows:

SECTION I

The City will, during the term of the agreement, do the routine winter maintenance on those portions County State Aid Highways listed as follows:

<u>CSAH Number</u>	<u>Termini</u>	<u>Centerline Miles</u>
27	On 3 rd Avenue from west Jct. TH 60 to Jct. TH 60	2.19
29	On 10 th Street from CSAH 27 to Mt. Lake outlet Bridge	0.81
	Total	3.00

SECTION II

The routine maintenance to be performed by the City shall consist of the following:

- A. Keep the aforesaid portions of County State Aid Highways reasonably free and clear from ice and snow and undertake proper sanding/salting and hauling of snow when necessary. It shall be the City’s responsibility to maintain the fluid traffic lanes to their full width during the winter months within a reasonable period of time following each storm. The County will assist with the sanding/salting at the two intersections with State Highway 60.
- B. Furnish all labor, materials and other items necessary for the performance of the work provided for in this agreement.

SECTION III

The routine maintenance to be performed by the County shall consist of the following:

- A. Maintain said County roads so as to keep them smooth and in good repair for the passage of traffic.
- B. Do all extraordinary maintenance (such as seal coats, overlays, crack sealing) construction or reconstruction.
- C. Maintain all traffic signs, striping, and other marking according to the Minnesota Manual on Uniform Traffic Control Devices.

SECTION IV

A. Compensation

The County will pay the City for snow and ice control operations as specified in Section I and II of this agreement, the amount of One Thousand Two Hundred Dollars (1,200.00) per center line mile.

On this basis the County will reimburse the City for 3.00 miles of roadway the total Amount of \$3,600.00 for the year 2019-2020.

B. Terms of Payment

The City shall submit an invoice by November 1st to Cottonwood County Highway Department for the services provided in October, November and December 2019. The city shall submit another invoice by January 1st to the Cottonwood County Highway Department for services provided in January, February, March and April of 2020. Payment will be made within thirty (30) days after receipt of the invoice.

This agreement shall terminate on the 30th day April, 2020, provided, however, the parties may extend this agreement on a year basis, or modify the maintenance cost. However, a new agreement shall be executed by the parties if major terms of the agreement are to be changed.

IN TESTIMONY WHEREOF, The City and the County have caused these presents to be executed by their respected officers.

CITY OF MT.LAKE

ATTEST:

SIGNED:

By _____
City Clerk

By _____
Mayor

Date _____

Date _____

COUNTY OF COTTONWOOD

ATTEST:

SIGNED:

By _____
County Auditor

By _____
Chairperson of County Board

Date _____

Date _____

RECOMMENDED FOR APPROVAL:



County Engineer

Date 9-24-19

Approved as to form and execution

Cottonwood County Attorney

Date _____

CITY OF MOUNTAIN LAKE, MN

ORDINANCE #6-19

**AN ORDINANCE OF THE CITY OF MOUNTAIN LAKE AMENDING CHAPTER 9:
LAND USE REGULATION (ZONING)**

The City Council of the City of Mountain Lake ordains that *Section 9.10, Subdivision 4 - Uses Not Provided For Within Zoning Districts* be established and ordains that *Section 9.30, Subdivision 3*, include the following additions as follows:

Added language is *italicized*.

SECTION 9.10. ZONING USE DISTRICTS

Subdivision 4. Uses Not Provided For Within Zoning Districts

1. *Whenever in any zoning district a use is neither specifically permitted nor denied, the use shall be considered unlawful. In such case, the Council or the Planning Commission, on their own initiative or upon request, may conduct a study to determine if the use is acceptable based upon criteria outlined below and, if so, what zoning district would be most appropriate and the determination as to conditions and standards relating to development of the use. The Council, Planning Commission or property owner, upon receipt of the staff study, shall, if appropriate, initiate an amendment to this chapter to provide for the particular use under consideration or shall find the use is not compatible for development within the city.*
2. *The Council or Planning Commission shall consider possible adverse effects to the proposed amendment or conditional use. Its judgment shall be based upon (but not limited to) the following factors:*
 1. *The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official comprehensive land use plan;*
 2. *The proposed site is or will be compatible with present and future land uses of the area;*
 3. *The proposed use conforms with all performance standards contained herein;*
 4. *The proposed use will not tend to or depreciate the area which it is proposed;
and*
 5. *The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.*

SECTION 9.30. (I) INDUSTRIAL DISTRICT.

Subdivision 3. Conditional Uses.

1. Storage, manufacturing, processing, or testing of chemicals, fuels, fertilizer, feed or grain.
2. Livestock slaughter houses, packing, or processing plants.
3. Gasoline and oil bulk stations and distributing plants.
4. Refineries and distilleries.
2. Extraction of minerals or other materials.
3. Places of Worship
4. Farm Animals when in the Animal (A) Overlay District
5. Wind energy conversion systems which comply with the requirements as set forth in Section 9.41.
6. *Retail Businesses*
7. *Other uses similar in nature to those uses listed in this section and which in the opinion of the City Planning & Zoning Commission, will not be detrimental to the integrity of the district.*

Passed by the City Council of Mountain Lake, Minnesota this 4th day of November, 2019.

Mike Nelson, Mayor

Attest:

Michael Schulte, City Administrator



Agenda Information Support Sheet

To: Mayor & Councilmembers

Council Meeting: **October 7, 2019**

Agenda Item: **8.A**

Submitted By: Michael Schulte, City Administrator

The new Casey's General Store has applied for a new 3.2% Beer Off-Sale license at their property of 400 Cottonwood Road. The applicant has completed the proper paperwork, provided a certificate of liability insurance, and paid the license fee.

All new liquor licenses and renewal of liquor licenses must be approved by City Council.