

**Regular City Council Meeting**  
**Mountain Lake City Hall**  
**Tuesday, February 18, 2020**  
**6:30 p.m.**

**AGENDA**

1. Meeting Called to Order \*Additional information on agenda item is attached or at City Hall
2. Approval of Agenda and Consent Agenda
  - a. Bills: Checks #23366 – 23402, 656E – 660E (1-5)
  - b. Payroll: Checks #65166 – 65197
  - c. Approve January 13 Lake Commission Minutes (6-7)
  - d. Approve January 15 Library Board Minutes, January Expenditures, & January Report (8-10)
  - e. Approve January 23 Utilities Commission Minutes (11-12)
  - f. Approve February 3 City Council Minutes (13-15)
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. Wastewater Ponds Project – John Graupman, Bolton & Menk
  - a. Update – Wastewater Ponds Project (16-18)
  - b. Discussion/Action – Approve Significant Industrial User Agreement (if available, at meeting)
  - c. Discussion/Action – Award Project Bid (19)
5. City Attorney
  - a. Update – Public Nuisances
6. City Administrator
  - a. Discussion/Action – Re-Approve Self-Contained Breathing Apparatus (SCBA) Equipment Purchase
  - b. Update – Presidential Primary Election
7. Adjourn

**\*Check Detail Register©**

*February 18, 2020  
ck# 23366 - 23402  
656E - 660E*

February 2020

Check Amt Invoice Comment

**10100 United Prairie**

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023366	2/3/2020	LEAGUE OF MN CITIES-FINANCE				
E 101-42100-308		Training & Instruction		\$450.00		PATROL SUBSCRIPTION-PD
<b>Total</b>		<b>LEAGUE OF MN CITIES-FINANCE</b>		<b>\$450.00</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023367	2/3/2020	LEAGUE OF MN CITIES-FINANCE				
E 101-41400-308		Training & Instruction		\$109.00	315450	LEGISLATIVE CONF-MICHAEL S.
<b>Total</b>		<b>LEAGUE OF MN CITIES-FINANCE</b>		<b>\$109.00</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023368	2/3/2020	MAYNARDS FOOD CENTER				
E 231-42154-430		Miscellaneous		\$70.50	1/10/20	AMB-FOOD FOR REFRESHER
E 231-42154-430		Miscellaneous		(\$14.95)	1/12/20	AMB-RETURN
<b>Total</b>		<b>MAYNARDS FOOD CENTER</b>		<b>\$55.55</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023369	2/3/2020	MAYNARDS FOOD CENTER				
E 101-41400-200		Office Supplies		\$14.73	1/13/2020	OFFICE-TP, WIPES
E 101-45171-430		Miscellaneous		\$5.29	1/2/2020	SKATING RINK-SPOONS
E 101-41400-200		Office Supplies		\$8.92	1/2/2020	OFFICE-PAPER TOWELS
E 101-41400-200		Office Supplies		\$10.02	1/23/2020	OFFICE-PINESOL
E 101-41400-200		Office Supplies		\$4.26	1/30/2020	OFFICE-GARBAGE BAGS
<b>Total</b>		<b>MAYNARDS FOOD CENTER</b>		<b>\$43.22</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023370	2/3/2020	THIRD AVENUE AUTO PARTS				
E 101-43100-404		Repairs/Maint Machinery/Equip		(\$9.26)	1-10-20	EARLY PAY CREDIT
E 101-43100-404		Repairs/Maint Machinery/Equip		\$28.58	S178135	PROFILE BLADE-#11
E 101-43100-215		Shop Supplies		\$25.99	S178276	SLICK MIST,RACE GLAZE
E 101-43100-215		Shop Supplies		\$10.99	S178288	MICROFIBER TOWELS
E 101-42100-430		Miscellaneous		\$33.98	S178447	PD-STEEL HANDLE,DQUEEGEE
E 101-43100-404		Repairs/Maint Machinery/Equip		\$1.39	S178547	TEFLON TAPE
E 101-43100-404		Repairs/Maint Machinery/Equip		\$16.28	S178604	OIL FILTERS
E 101-43100-404		Repairs/Maint Machinery/Equip		\$32.76	S178610	OIL-#4 & #20
<b>Total</b>		<b>THIRD AVENUE AUTO PARTS</b>		<b>\$140.71</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023371	2/10/2020	COMMISSIONER OF REVENUE				
G 101-21702		State Withholding		\$58.79		
<b>Total</b>		<b>COMMISSIONER OF REVENUE</b>		<b>\$58.79</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023372	2/10/2020	INTERNAL REVENUE SERVICE				
G 101-21701		Federal Withholding		\$76.06		
G 101-21703		FICA Tax Withholding		\$826.28		
<b>Total</b>		<b>INTERNAL REVENUE SERVICE</b>		<b>\$902.34</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023374	2/13/2020	AFLAC				
G 101-21713		AFLAC		\$237.50		
<b>Total</b>		<b>AFLAC</b>		<b>\$237.50</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023375	2/13/2020	COMMISSIONER OF REVENUE				
G 101-21702		State Withholding		\$741.43		
<b>Total</b>		<b>COMMISSIONER OF REVENUE</b>		<b>\$741.43</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023376	2/13/2020	FURTHER/SELECT				
G 101-21714		HSA		\$686.60		
<b>Total</b>		<b>FURTHER/SELECT</b>		<b>\$686.60</b>		

Paid Chk#	Date	Vendor	Account	Amount	Invoice	Comment
Paid Chk# 023377	2/13/2020	GISLASON & HUNTER				
G 101-21712		Garnishments		\$414.26		

**\*Check Detail Register©**

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			Check Amt	Invoice	Comment
<b>Total GISLASON &amp; HUNTER</b>			<b>\$414.26</b>		
Paid Chk#	023378	2/13/2020	<b>INTERNAL REVENUE SERVICE</b>		
	G 101-21701	Federal Withholding	\$1,680.98		
	G 101-21703	FICA Tax Withholding	\$2,627.74		
<b>Total INTERNAL REVENUE SERVICE</b>			<b>\$4,308.72</b>		
Paid Chk#	023379	2/13/2020	<b>LAW ENFORCEMENT LABOR SERV</b>		
	G 101-21711	PD UNION DUES	\$124.00		
<b>Total LAW ENFORCEMENT LABOR SERV</b>			<b>\$124.00</b>		
Paid Chk#	023380	2/13/2020	<b>PERA</b>		
	G 101-21704	PERA	\$4,281.19		
<b>Total PERA</b>			<b>\$4,281.19</b>		
Paid Chk#	023381	2/13/2020	<b>UNITED PRAIRIE BANK</b>		
	E 303-47000-301	Auditing and Acct g Services	\$5.00		POPD KERNS NSF
<b>Total UNITED PRAIRIE BANK</b>			<b>\$5.00</b>		
Paid Chk#	023382	2/13/2020	<b>VALIC</b>		
	G 101-21705	VALIC	\$63.00		
<b>Total VALIC</b>			<b>\$63.00</b>		
Paid Chk#	023383	2/18/2020	<b>AGCO FINANCE-AGCOPLUS</b>		
	E 101-43100-212	Motor Fuels	\$16.54	IM42401	DEF-ST DEPT
	E 101-43100-212	Motor Fuels	\$16.54	IM42443	DEF-ST DEPT
<b>Total AGCO FINANCE-AGCOPLUS</b>			<b>\$33.08</b>		
Paid Chk#	023384	2/18/2020	<b>AMERIPRIDE</b>		
	E 101-43100-215	Shop Supplies	\$41.98	2801118011	TOWELS FOR ST DEPT
	E 101-41400-401	Repairs/Maint Buildings	\$45.20	2801118011	MATS FOR CITY HALL
<b>Total AMERIPRIDE</b>			<b>\$87.18</b>		
Paid Chk#	023385	2/18/2020	<b>BOUND TREE MEDICAL</b>		
	E 231-42154-210	Operating Supplies	\$161.60	83492260	GLOVES FOR AMBULANCE
<b>Total BOUND TREE MEDICAL</b>			<b>\$161.60</b>		
Paid Chk#	023386	2/18/2020	<b>C &amp; B OPERATIONS LLC</b>		
	E 101-43100-212	Motor Fuels	\$212.34	10590676	5 GAL HYDRAULIC OIL-ST DEPT
<b>Total C &amp; B OPERATIONS LLC</b>			<b>\$212.34</b>		
Paid Chk#	023387	2/18/2020	<b>CITIZEN PUBLISHING</b>		
	E 101-41400-351	Legal Notices Publishing	\$848.70	1/15/20	ORDINANCE-#1-20
	E 101-41400-351	Legal Notices Publishing	\$90.20	1/29/20	SUMMARY BUDGET
	E 101-41400-351	Legal Notices Publishing	\$15.00	1/29/20	DIGITAL UPLOAD
<b>Total CITIZEN PUBLISHING</b>			<b>\$953.90</b>		
Paid Chk#	023388	2/18/2020	<b>COMPUTER LODGE</b>		
	E 101-41110-151	Worker s Comp Ins Prem	\$15.00		MAYOR-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
	E 205-46500-200	Office Supplies	\$48.75		EDA-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
	E 101-42100-200	Office Supplies	\$48.75		PD-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
	E 101-00000-430	Miscellaneous	\$78.75		UT-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
	E 101-41400-200	Office Supplies	\$48.75		OFFICE-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES

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February 2020

			Check Amt	Invoice	Comment
<b>Total COMPUTER LODGE</b>			<b>\$240.00</b>		
Paid Chk#	023389	2/18/2020	<b>COMPUTER LODGE</b>		
E 101-41110-151	Worker s Comp Ins Prem		\$15.00	MSP-16793	MAYOR-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 205-46500-200	Office Supplies		\$48.75	MSP-16793	EDA-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-42100-200	Office Supplies		\$48.75	MSP-16793	PD-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-00000-430	Miscellaneous		\$78.75	MSP-16793	UT-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-41400-200	Office Supplies		\$48.75	MSP-16793	OFFICE-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
<b>Total COMPUTER LODGE</b>			<b>\$240.00</b>		
Paid Chk#	023390	2/18/2020	<b>COUNTRY PRIDE SERVICES</b>		
E 101-46200-210	Operating Supplies		\$30.74	1399	LP FOR GRAVE HEATER
<b>Total COUNTRY PRIDE SERVICES</b>			<b>\$30.74</b>		
Paid Chk#	023391	2/18/2020	<b>COUNTRY PRIDE SERVICES</b>		
E 231-42154-212	Motor Fuels		\$63.27		AMB FUEL
E 221-42200-212	Motor Fuels		\$113.92		FD-FUEL
E 101-42100-212	Motor Fuels		\$72.24		PD FUEL
E 101-43100-212	Motor Fuels		\$2,178.38		ST DEPT GAS
E 101-42100-430	Miscellaneous		\$2.13	217210	PD-KEY
E 101-43100-404	Repairs/Maint Machinery/Equip		\$81.19	217606,21805	ST DEPT-PAINT,BALL VALVE,SNOW PUSHER
E 101-45186-401	Repairs/Maint Buildings		\$21.88	217922	COMM CTR-TONGS & LOCK
E 609-46330-401	Repairs/Maint Buildings		\$82.22	217984	BATTERY,FURNACE FILTERS
E 608-46330-401	Repairs/Maint Buildings		\$521.37	217984,21804	FURNACE FILTERS,BATTERY,PAINT
E 607-46330-401	Repairs/Maint Buildings		\$59.20	217997,21798	BATTERY, FURNACE FILTERS
E 231-42154-404	Repairs/Maint Machinery/Equip		\$12.80	218075	AMB-EXTENSION CORD
<b>Total COUNTRY PRIDE SERVICES</b>			<b>\$3,208.60</b>		
Paid Chk#	023392	2/18/2020	<b>EXPERT T BILLING</b>		
E 231-42154-212	Motor Fuels		\$480.00	6656	JANUARY AMB BILLING
<b>Total EXPERT T BILLING</b>			<b>\$480.00</b>		
Paid Chk#	023393	2/18/2020	<b>INGRAM</b>		
E 211-45500-590	Capital Outlay Books		\$421.88		LIBRARY BOOKS
<b>Total INGRAM</b>			<b>\$421.88</b>		
Paid Chk#	023394	2/18/2020	<b>KDOM RADIO</b>		
E 101-00000-430	Miscellaneous		\$30.09	20010279	MONTHLY ADV
<b>Total KDOM RADIO</b>			<b>\$30.09</b>		
Paid Chk#	023395	2/18/2020	<b>MARK WARNER</b>		
E 221-42200-308	Training & Instruction		\$675.00		15 FIRE DEPT CPR & AED
<b>Total MARK WARNER</b>			<b>\$675.00</b>		
Paid Chk#	023396	2/18/2020	<b>MAYNARDS FOOD CENTER</b>		
E 231-42154-430	Miscellaneous		\$14.95	1/12/20	FOOD PURCHASED BY AMB
<b>Total MAYNARDS FOOD CENTER</b>			<b>\$14.95</b>		
Paid Chk#	023397	2/18/2020	<b>MIKES LLC</b>		
E 101-42100-406	Vehicle Maint/Gen Repairs		\$42.97	403	REPLACE BUSHING ON SPOTLIGHT-PD
<b>Total MIKES LLC</b>			<b>\$42.97</b>		
Paid Chk#	023398	2/18/2020	<b>MINNESOTA DEPT OF NATURAL RES</b>		

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February 2020

			Check Amt	Invoice	Comment
E 507-45150-430	Miscellaneous		\$35.00		AQUATIC PLANT MANAGEMENT PERMIT-RENEWAL
<b>Total MINNESOTA DEPT OF NATURAL RES</b>			<b>\$35.00</b>		
<hr/>					
Paid Chk# 023399	2/18/2020	<b>MOUNTAIN LAKE AUTOMOTIVE</b>			
E 101-42100-406	Vehicle Maint/Gen Repairs		\$510.55	88783	PD-2016 EXPLORER REPLACE REAR BRAKES & ROTOR
<b>Total MOUNTAIN LAKE AUTOMOTIVE</b>			<b>\$510.55</b>		
<hr/>					
Paid Chk# 023400	2/18/2020	<b>MUNICIPAL UTILITIES</b>			
E 101-42100-430	Miscellaneous		\$750.00	DECEMBER 2	POLICE VEHICLE STORAGE
<b>Total MUNICIPAL UTILITIES</b>			<b>\$750.00</b>		
<hr/>					
Paid Chk# 023401	2/18/2020	<b>NORTH STAR FLAGS</b>			
E 101-00000-430	Miscellaneous		\$136.36	739414	3--- 5X8 FLAGS
<b>Total NORTH STAR FLAGS</b>			<b>\$136.36</b>		
<hr/>					
Paid Chk# 023402	2/18/2020	<b>PETERSON DRUG &amp; GIFTS</b>			
E 101-45171-430	Miscellaneous		\$14.94	12/27/19	FOR SKATING RINK
E 221-42200-323	Radio/Pager maintenance		\$11.91	12/27/19	SHIP T.CONERS RADIO TO ALPHA
<b>Total PETERSON DRUG &amp; GIFTS</b>			<b>\$26.85</b>		
<hr/>					
Paid Chk# 023403	2/18/2020	<b>SW/WC SERVICE COOPERATIVES</b>			
E 101-42100-131	Employer Paid Health		\$3,673.26		MARCH HLTH INS-POLICE DEPT
E 101-41400-131	Employer Paid Health		\$3,193.44		MARCH HEALTH INS-OFFICE
E 101-43100-131	Employer Paid Health		\$1,437.05		MARCH HEALTH INS-ST DEPT
E 101-45200-131	Employer Paid Health		\$958.03		FEB HEALTH INS-PARKS DEPT
E 211-45500-131	Employer Paid Health		\$479.82		MARCH HEALTH INS-LIBRARY
E 101-46200-131	Employer Paid Health		\$798.36		MARCH HEALTH INS-CEMETERY
E 205-46500-131	Employer Paid Health		\$1,596.72		MARCH HEALTH INS EDA
E 101-42100-135	Employer Paid Other		\$564.50		MARCH HEALTH INS-BRIAN LUNZ
E 101-41400-135	Employer Paid Other		\$564.50		MARCH HEALTH INS-WENDY MEYER
E 101-42100-131	Employer Paid Health		(\$564.50)		FEB CREDIT JAKE V. HEALTH INS
E 101-43100-131	Employer Paid Health		\$1,878.50		MARCH RICK O. HEALTH INSURANCE
<b>Total SW/WC SERVICE COOPERATIVES</b>			<b>\$14,579.68</b>		
<b>10100 United Prairie</b>			<b>\$35,492.08</b>		

**Fund Summary**

<b>10100 United Prairie</b>	
101 GENERAL FUND	\$30,604.37
205 ECONOMIC DEVELOPMENT AUTHORITY	\$1,694.22
211 LIBRARY FUND	\$901.70
221 FIRE DEPT FUND	\$800.83
231 AMBULANCE FUND	\$788.17
303 TIF #1-5 POPD KERNS	\$5.00
507 LAKE COMMISSION FUND	\$35.00
607 EDA---4 PLEX FUND	\$59.20
608 EDA---8 PLEX FUND	\$521.37
609 EDA-- MASON MANOR	\$82.22
	<b>\$35,492.08</b>

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Paid Chk# 000656E 2/3/2020 STATE OF MINNESOTA

E 211-45500-430 Miscellaneous \$4.00 SALES TAX-LIBRARY  
Total STATE OF MINNESOTA \$4.00

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Paid Chk# 000658E 2/3/2020 UNITED PRAIRIE BANK

E 221-42200-580 Other Equipment \$12,017.51 2020 PAYMENT FIRE DEPT SCBA  
Total UNITED PRAIRIE BANK \$12,017.51

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Paid Chk# 000659E 2/6/2020 SELECT/FURTHER

E 101-41400-141 Admin Fees-HSA \$11.80 JAN & FEB HSA ADMIN FEES  
E 101-42100-141 Admin Fees-HSA \$20.65 JAN & FEB HSA ADMIN FEES  
E 205-46500-141 Admin Fees-HSA \$5.90 JAN & FEB HSA ADMIN FEES  
E 211-45500-141 Admin Fees-HSA \$5.90 JAN & FEB HSA ADMIN FEES  
E 101-43100-141 Admin Fees-HSA \$7.95 JAN & FEB HSA ADMIN FEES  
E 101-45200-141 Admin Fees-HSA \$3.54 JAN & FEB HSA ADMIN FEES  
E 101-46200-141 Admin Fees-HSA \$3.26 JAN & FEB HSA ADMIN FEES  
Total SELECT/FURTHER \$59.00

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Paid Chk# 000660E 2/6/2020 UNITED PRAIRIE BANK

G 609-22800 Notes Payable - Current \$508.17 MASON MANOR-PRINC PAYMENT  
E 609-46330-610 Interest \$782.36 MASON MANOR-INTEREST PAYMENT  
Total UNITED PRAIRIE BANK \$1,290.53

**Regular Lake Commission Meeting  
Monday, January 13, 2020, 6:30 p.m.**

**Members Present:** Jason Kruser, Jim Peterson, Dave Bucklin, Janell Bargaen, Jason Honkomp, Jean Haberman

**Guests Present:** Mike Nelson, Michael Schulte, Rachel Yoder

Chair Kruser called the meeting to order at 6:30 p.m.

Election of Officers: M/S/P Honkomp/Bargaen to elect Jason Kruser as Chair, Dave Bucklin as Vice Chair, and Jean Haberman as Secretary/Treasurer.

M/S/P Bucklin/Peterson to approve the minutes of the December 9, 2019 meeting.

**Treasurer's Report (1/10/2020):**

**Income:**

UPB Interest	58.72
League of Minnesota Cities – Dividend	16.29
Cottonwood County – Property Tax Refund	2,936.07

**Expenses:**

Citizen Publishing – Thin Ice Ads	<u>167.20</u>
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**Ending Balance:** **\$40,936.07**

Savings Balance	22,025.19
Weed Harvester replacement funds from Cot. Co. (2018)	20,000.00
Weed Harvester replacement funds from Cot. Co. (Jan. 2019)	10,000.00
Weed Harvester replacement funds from Cot. Co. (Oct. 2019)	<u>20,000.00</u>
Total Savings Balance:	<b>72,025.19</b>

M/S/P Honkomp/Bucklin to approve Treasurer's Report.

**Aerator:** The aeration permit has been received and Jason will notify the DNR when the aerator is turned on. Jason K, Jason H., and Jim Peterson will work on putting up the thin ice signs this weekend (weather permitting). There was discussion about buying a new auger or replacing the blades on the old one. Jason will look into buying blades.

Jason H. told us that the DNR placed GPS sensor balls in the lake to alert them when the oxygen level gets down to 2.

**Can Bin:** Michael Schulte will talk to Steve Peters about what repairs need to be done to the can trailer. Jim Peterson pushed the cans to the back of the bin to make more room, but he recommended that some of the bags be put into the can trailer until the bin can be emptied.

Jason K. is going to contact Scott Pankratz about making a sign for the can bin that says, "Aluminum for the Lake (Aluminum Only)."

**Membership:** Two possible names for membership are Kyle Schroeder and Randy Loewen.

**Weed Harvester:** Rachel Yoder expressed concern about the number of hours that the weed harvester ran during the summer and if it was making an impact. There are a couple of people who have expressed interest in running the harvester next summer.

**Wild Parsnip:** Rachel Yoder suggested that the Boy Scouts could work on eradicating the Wild Parsnip growing beside the trail as a project. They would have to wear gloves and long-sleeved shirts while pulling out the plants. Jason H. told us about a chemical called Escort that could be applied mid-May to mid-June.

Respectfully submitted,

Jean Haberman  
Secretary/Treasurer



# Mountain Lake Public Library Board Minutes

January 15, 2020

**Members Present:** Dennis Cords, Diane Englin, Marci Balderas, Rick Herrig,  
Vickie Krueger, Carol Lehman, director

**Members Absent:** none

**Others Present:** Dana Kass, Michael Schulte

The meeting was called to order at 4:22 p.m. by chairman, Diane Englin.

M/S Englin/Krueger to approve the minutes of the November 20, 2019 meeting.  
Motion carried.

Carol presented the November / December monthly reports indicating 2,025 / 2,068 total circulation and expenditures in the amount of \$793.65 / \$1,993.65. M/S Cords/Englin to accept the monthly reports as given and to approve the expenditures. Motion carried.

Carol reported that the annual adult winter reading program, "Snow is Falling, Books are Calling," sponsored by Plum Creek Library System and its member libraries is currently underway and continues through March 31, 2020.

Due to conflicts on the 2<sup>nd</sup> Wednesday, the library board agreed to change the meeting date to the 2<sup>nd</sup> Tuesday of the month at 4:00 p.m.

The meeting adjourned at 4:40 p.m.

Respectfully submitted,



Dennis Cords, secretary

## LIBRARY EXPENDITURES - JANUARY 2020

Demco	Office Supplies	\$81.34
Farmhouse Style	Periodicals - 2 yr.	\$24.98
Frontier	Telephone Expense	\$68.24
Dennis Hulzebos	Repairs & Maint.-Janitorial	\$345.00
Indoff, Inc.	Office Supplies	\$5.18
Ingram	Books	\$421.88
MN Energy Resources	Gas Utilities	\$244.96
Star Tribune	Periodicals - 1 yr.	\$552.79
Synchrony Bank/Amazon	Books 113.98 / AV 121.45	<u>\$235.43</u>
	<b>TOTAL</b>	<b>\$1,979.80</b>

MOUNTAIN LAKE PUBLIC LIBRARY  
MONTHLY REPORT  
JANUARY 2020

<u>CIRCULATION</u>	<u>AUDIO</u>	<u>BOOKS</u>	<u>NON PRINT</u>	<u>MULTIMEDIA</u>	<u>PERIODICALS</u>	<u>VIDEOS</u>	<u>TOTALS</u>
Children's	20	816	1	0	7	216	1,060
Adult	32	731	5	0	57	306	1,131
Other Physical Media							<u>19</u>
eBooks							2,210
Downloadable Audio							37
<b>TOTAL CIRCULATION</b>						<b>SUBTOTAL</b>	<u>61</u>
							2,308

INTERLIBRARY LOAN

Sent	294
Received	259
ILL Non System	23

REVENUE

Cash Income	\$0.00
County Revenue	\$15,522.19
Donations (monetary)	
Fines	
Misc. Revenue	
Meeting Room Rental	
Sale of Supplies	
<b>TOTAL REVENUE</b>	<b>\$15,522.19</b>

EXPENDITURES

Books	\$535.86
Periodicals	\$577.77
Audio/Visual	\$121.45
Supplies	\$86.52
Postage	
Telephone	\$68.24
Janitor	\$345.00
Rep&Maint	
Project Exp	
Tech/Aut Exp	
Gas Utilities	<u>\$244.96</u>
Misc	
<b>TOTAL</b>	<b>\$1,979.80</b>

Library Director

*Carol Lehman*

**Mountain Lake Municipal Utilities Commission Meeting**  
**Mountain Lake City Hall**  
**Thursday, January 23, 2020**  
**7 AM**

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

Members Absent: Dean Janzen, Randy Sawatzky

Staff Present: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office Manager; David Watkins, Electric Lineman; Lane Anderson, Electric Lineman; Taylor Nesmoe, 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 Johnson, seconded by Garloff, to add Wastewater Ponds Project to the agenda and to approve the agenda, December 19 Minutes, and Bills #019583 – 019611. Motion carried 3 – 0.

**Electric Department**

The department has been working on job sheets for the auditors and working on their vac trailer.

**Water/Wastewater Department**

Nesmoe reported to the commission that a representative from Badger Meters visited their department and explained their type of meters. Their meters include automatic shut-off and use cellular data to relay meter readings. The cost per meter is \$130 which was similar to the meter pricing of last meeting's discussion and would also not need a radio to transmit readings. The representative is from Burnsville and due to their location the department could receive parts the next day. The radios in commission currently may have resale value. More information on the meters and discussion ensued. Nesmoe met with the administrator and Nesmoe will call their list of references, contact other cities of what type of meters they use, and what actual annual costs would look like.

The department is interested in either purchasing the lawn mower from the street department or purchasing a new lawn mower. Their current lawn mower is beyond repair for the upcoming year. Nesmoe will gather more information and bring it back to the commission.

#### **Q4 Revenue & Expenses**

2019 YTD revenue and expenses were reviewed. Various line items were discussed.

#### **Wastewater Ponds Project**

The administrator gave an update on the bid opening that occurred on January 10<sup>th</sup>. There was one contractor who bid on the new pond construction contract and there were three bids on the dredging contract. One contractor had a bid 1 million dollars less than the estimated price which brought concerns on the bid's accuracy. The contractor was contacted to review the numbers and last Friday a letter was sent to the administrator and the engineer of withdrawing their bid. The next bidder was nearly 3 million dollars higher. With the two contracts together, the project will be over the estimated 11.5 million dollars. The total project cost would likely result in raising sewer rates for rate payers and MSC. Upon thorough discussions between the administrator and engineer, the option of postponing the dredging to a later date to keep rates stable may be the most feasible option. Dredging is not mandatory at this time as the biosolids are under the 2 foot MPCA limit by 4-6 inches. With two new ponds to be built, the accumulation of biosolids should decrease its buildup in the current ponds. In 2032, nearly \$500,000 of debt service will expire in which the department could be more flexible to execute another project and be able to keep revenue and expenses in line. The biosolids would be monitored each year to ensure it does not reach above the 2 foot limit. The engineer and the administrator will continue to work on the projected numbers. The commission provided direction to postpone the dredging contract. Depending on discussions with the PFA, the council may make a decision on the contracts at its next meeting.

#### **February Meetings**

The administrator has a conflict with the last week of February and asked if the meetings could be pushed up one week. The meetings will now be February 6 and February 20.

#### **Adjourn**

The meeting was adjourned at 8:06 a.m.

ATTEST:

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Michael Schulte, Administrator/Clerk

**Regular City Council Meeting  
Mountain Lake City Hall  
Monday, February 3, 2020  
6:30 p.m.**

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

Members Absent: David Savage

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

Others Present: Deanna Anderson, Observer/Advocate; Doug Regehr, Gloria McKissick

**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 Ysker, to add 9.A Discussion – Fire/Ambulance Hall and 9.B Discussion/Action – SCBAs to the agenda. Motion carried 4 – 0. Motion by Kass, seconded by Kruser, to approve the agenda and consent agenda as amended. Motion carried 4 – 0.

Bills: Checks #23326 – 23365, 655E

Payroll: Checks #65150 – 65165

Approve November 26 Police Commission Minutes

Approve January 10 Utilities Commission Minutes

Approve January 21 City Council Minutes

Approve Resolution #2-20 Appointing Election Judges

**Public**

No one spoke during this portion of the meeting.

**Full-Time Police Officer Position**

Jon Beck, who has been working part-time for the police department since September, has applied for the open full-time police officer position. There were around five total applicants. Police Chief Doug Bristol explained the dynamics the department has been in over the past year with two officers resigning for other positions. Councilmember Kruser and Kass expressed concerns on patrolling Highway 60 and other situations. Chief Bristol provided a report of traffic stops, location of the stops, number of citations, and other information. Bristol stated if there are concerns that if he is given the time and date he can investigate further as stops are recorded.

Experience and the pay scale were discussed. Motion by Kass, seconded by Ysker, to hire Jon Beck as a full-time officer at step 6 of the police officer pay scale effective the first date of his first shift of the next pay period (February 13, 2020). Motion carried 4 – 0.

### **Street Superintendent Position**

Daron Friesen, who has the most seniority within the department, signed the internal posting for the Street Superintendent position. The administrator reviewed Friesen's application and has met with Friesen. The administrator stated that he is qualified for the position. Motion by Kruser, seconded by Kass, to promote Daron Friesen to Street Superintendent effective February 4, 2020 and to place Friesen on Step 3 of the Public Works I pay scale per the 2020-2022 AFSCME agreement. Motion carried 4 – 0. Friesen will have 30 days to decide if he desires to stay in the new position or elect to return to his former position. The council will also have 30 days to keep Friesen in the new position or elect to return him to his former position.

### **Lawn Mower**

The same proposal as the previous meeting to trade-in a current lawn mower and purchase a new lawn mower was presented. With the trade-in, the cost of the new mower will be \$5,600. The administrator explained that the utility may still be interested in purchasing the lawn mower from the street department but won't decide until Thursday's Utilities Commission meeting. The street department has no preference as long as they only have to pay \$5,600 for their new lawn mower. Motion by Ysker, seconded by Kruser, to trade-in or sell the mentioned lawn mower and purchase a new lawn mower for \$5,600. Motion carried 4 – 0.

### **Option-to-Buy for Land Purchase**

Option-to-buy agreements were signed in 2019 with Ruth Weckwerth, POA for Marilyn Fast, and Elsie Schultz for land to be used for new wastewater ponds construction. In the agreements, a notice must be given to the two landowners on the city's intention to purchase the land. The administrator has sent in documents to the Public Facilities Authority as part of the PFA loan application process but has not heard back from the loan officer as the loan officer has been out of the office unexpectedly. By approving to exercise the option-to-buy, it will give the city attorney and administrator flexibility on sending the notice and setting up a closing date once the PFA loan application is approved or close to approval. The SIU agreement and awarding the bid for the project will be presented at a future meeting. Motion by Kass, seconded by Kruser, to exercise the option-to-buy agreements with Ruth Weckwerth, POA for Marilyn Fast, and Elsie Schultz as stated in the signed agreements to purchase land for the wastewater ponds project. Motion carried 4 – 0.

### **City Attorney**

A trial for a public nuisance is scheduled for this Thursday unless a form of an agreement is decided prior to Thursday. The property owners of the greenhouses have until February 12 to

submit a written brief of their appeal. The city will have 30 days to respond and then the property owners will have an additional 15 days to provide another response. The court will then decide if oral arguments will be heard for the case. Parking regulations were discussed by the administrator and the attorney. Regulating parking and driveways are difficult because writing certain regulations and restrictions to prevent issues with 1-2 properties will impact many more that are not currently issues. Limiting the number of cars per lot is an option but it can overregulate parking on lots that are responsibly following current ordinances. More research will continue.

### **Bonded Indebtedness as of 12/31/19**

The bonded indebtedness report that is sent to the county each January was reviewed.

### **Board of Appeal & Equalization Meeting**

The meeting will be held at 5:30 p.m. on Thursday, April 23<sup>rd</sup>.

### **Fire/Ambulance Hall**

A committee was formed to discuss the status of the current fire/ambulance hall and the feasibility of repairing the current building or building a new one. Councilmember Kruser asked what the council would like to see presented to the council from the committee. The council provided direction to see what the options of repairing the current building are, what would be included in a new building and an approximate cost, and what their recommendation would be. The administrator stated that a new building would need to be bonded or go through a USDA loan to be built as there are only limited reserves for both the fire and ambulance departments.

### **SCBAs – Fire Equipment**

The department is expected to receive their new self-contained breathing apparatus equipment in mid-February which was approved to purchase in August of 2019. Motion by Kruser, seconded by Ysker, to declare the current SCBAs equipment surplus once the new equipment arrives and to sell/scrap the current equipment. Motion carried 4 – 0.

### **Adjourn**

The meeting was adjourned at 8:07 p.m.

ATTEST:

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Michael Schulte, Administrator/Clerk





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Mankato, MN 56001-5900

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**EVALUATION OF BIDS FOR THE CITY OF MOUNTAIN LAKE, MINNESOTA  
WASTEWATER TREATMENT FACILITY IMPROVEMENTS and BIOSOLIDS DREDGING  
Project Number S14.110897**

Bids for the Wastewater Treatment Facility Improvements and Biosolids Dredging projects were received on January 10, 2020.

One (1) bid was received for the construction of the Wastewater Treatment Facility Improvements Project. This bid from The Mathiowetz Construction Co. was \$8,346,000. The engineer's estimate was \$9,675,000. The low bid was approximately 15 percent below the engineer's estimate.

Three (3) bids were received for the Biosolids Dredging Project. The bid from Aquatic Restoration Services LLC was pulled by the contractor due to a mistake. The low bid was then from Rhino Industries, Inc. for \$3,969,100. The engineer's estimate was \$3,780,000. The low bid was approximately 5 percent over the engineer's estimate.

The specifications and bid documents did not contain any wording or ambiguities so as to force the Contractor to build in additional contingencies. Despite the limited number of bids received on the wastewater improvements, the project had been aggressively advertised and received significant early interest from contractors. The Biosolids Dredging project received very high interest for this type of work. Therefore, we feel that the bids received were competitive and responsive, and rebidding of the project would not provide any cost savings.

The bids were within the cost update and financing application modifications made in 2019. The rate projections and industrial user costs were previously made with earlier estimates, of which the combined project would be approximately \$2 million over previous estimates. In order to maintain costs within this budget, we have reviewed options to eliminate or reduce the biosolids dredging component. The dredging is a cost of stabilization pond systems but one that may only be incurred every 30-40 years. The system currently has biosolids levels approaching the critical level but are still below this level. It is anticipated the dredging can be safely delayed by 10-years based on historical rates of biosolids accumulations. Additionally, the new ponds may delay the accumulation in the existing downstream ponds. Therefore, after review with operations staff, we would recommend rejecting the Biosolids Dredging bids in order to keep costs within line with rate projection budgets.

The low responsive bid was from The Mathiowetz Construction Co. from Sleepy Eye, MN. This company has successfully performed a number of similar projects in recent years including the City of Morgan ponds. We would recommend approval and awarding of the \$8,346,000 bid from The Mathiowetz Construction Co.

Respectfully submitted,

**BOLTON & MENK, INC.**

**John Graupman, P.E.**  
Environmental Engineer



**BOLTON  
& MENK**

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## BID TABULATION

**Project Location:** Mountain Lake, Minnesota  
**Project Title:** 2019 Wastewater Treatment Facility Improvements  
**Project No.:** S14.110897  
**Addendum(s):** No. 1 – 12/03/2019  
No. 2 – 12/04/2019  
No. 3 – 12/09/2019  
No. 4 – 01/03/2020

**Bid Day/Date:** Friday, January 10, 2020  
**Bid Time:** 11:00 a.m.

BIDDERS		TOTAL PROJECT BASE BID PRICE
1.	The Mathiowetz Construction Co. Sleepy Eye, MN	\$8,346,000



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& MENK**

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## BID TABULATION

**Project Location:** Mountain Lake, Minnesota  
**Project Title:** 2020 Biosolids Dredging  
**Project No.:** S14.110897  
**Addendum(s):** No. 1 – 01/06/2019  
No. 2 – 01/07/2019

**Bid Day/Date:** Friday, January 10, 2020  
**Bid Time:** 11:00 a.m.

	<b>BIDDERS</b>	<b>TOTAL PROJECT BID PRICE</b>
1.	Aquatic Restoration Services LLC Ashby, MN	\$1,576,000.00
2.	Rhino Industries, Inc. Nauvoo, IL	\$3,969,100.00
3.	Fergus Power Pump, Inc. Fergus Falls, MN	\$6,417,042.00

**NOTICE OF AWARD**

Date of Issuance:

Owner:	City of Mountain Lake, Minnesota	Owner's Contract No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	S14.110897
Project:	2019 Wastewater Treatment Facility Improvements Mountain Lake, MN	Contract Name:	2019 Wastewater Treatment Facility Improvements Mountain Lake, MN

Bidder:

Bidder's Address:

**TO BIDDER:**

You are notified that Owner has accepted your Bid dated \_\_\_\_\_ for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

\_\_\_\_\_  
*[describe Work, alternates, or sections of Work awarded]*

The Contract Price of the awarded Contract is: \$ \_\_\_\_\_ *[note if subject to unit prices, or cost-plus]*

\_\_\_\_\_ ( ) unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically. *[revise if multiple copies accompany the Notice of Award]*

a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Owner [ ] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security *[e.g., performance and payment bonds]* and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):  
\_\_\_\_\_

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Mountain Lake, Minnesota

\_\_\_\_\_  
Authorized Signature

By: \_\_\_\_\_

Title: \_\_\_\_\_

Copy: Engineer