

**Regular Council Meeting  
Mountain Lake City Hall  
Tuesday, February 27, 2018  
6:30 p.m.**

**AGENDA**

1. Meeting Called to Order

\* Further information on agenda item is attached

City Hall Approval of Agenda and Consent Agenda

- a. Bills: Check #'s 20866 – 20929, 527E-529E \*(1-7)
- b. Approval of Payroll Checks #'s 63703 - 63739
- c. Approval of February 5 and 12 Council Minutes\*(8-12)
- d. January 25 Utility Commission Minutes\*(13-14)
- e. January 10 and 29 Library Board Minutes, January Expenditures\*(15-17)
- f. December 11, 2017 Lake Commission Minutes\*(18-19)
- g. January 23 Police Commission Minutes\*(20)
- h. January 12 EDA Minutes\*(21-23)

2. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern with the Council.

3. Public Hearing, Variance, PIN 22.610.0650\*(24-28)

- a. Adopt Resolution #4-18\*(29)
- b. Adopt Resolution #3-18\*(30)

4. Hometown Sanitation

- a. Annual Check-In Memo\*(31-32)
- b. 2013 Contract\*(33-36)
- c. 2016 Amendments to the 2013 Contract\*(37-39)
- d. City-Wide Cleanup Contract\*(40)

5. Community Center

- a. Food Shelf
- b. Front Door and Keys

6. Mt. Lake Fire Dept.

- a. Review of Township Contracts\*(41-44)

7. Street Department
  - a. February Activities\*(45-46)
8. Reports
  - a. From the City Attorney
9. Administrator
  - a. Insurance Agent, Resolution #5-18\*(47-48)
  - b. J-Turns Next Steps?
  - c. Library Update
  - d. PIN 22.610.0803 Special Assessment
  - e. Compensation Study

**Upcoming Events:**

- Coffee with the Council, Wednesday, February 28, Noon Peacemeals/Jubilee Fruits and Vegetables, Mike Nelson and Andy Ysker
- Coalition of Greater Minnesota Cities' Legislative Action Day, Wednesday, March 14\*(49)
- League of MN Cities Legislative Conference, March 21-22 St. Paul\*(50)
- Local Board of Adjustment and Equalization, Thursday, May 3, 5:30 p.m. City Hall

**\*Check Detail Register©**

February 27, 2018  
 mtg  
 CK# 20866-20929  
 527E-529E

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**10100 United Prairie**

**Paid Chk# 020866 2/12/2018 COMMISSIONER OF REVENUE**

G 101-21702	State Withholding	\$64.84		
<b>Total COMMISSIONER OF REVENUE</b>		<b>\$64.84</b>		

**Paid Chk# 020867 2/12/2018 INTERNAL REVENUE SERVICE**

G 101-21703	FICA Tax Withholding	\$912.74		
G 101-21701	Federal Withholding	\$70.41		
<b>Total INTERNAL REVENUE SERVICE</b>		<b>\$983.15</b>		

**Paid Chk# 020868 2/5/2018 AMAZON**

E 211-45500-590	Capital Outlay Books	\$70.90		LIBRARY BOOKS
<b>Total AMAZON</b>		<b>\$70.90</b>		

**Paid Chk# 020869 2/5/2018 CITIZEN PUBLISHING**

E 101-41400-351	Legal Notices Publishing	\$32.00	1/17/18	PARCEL HEARING
E 101-41400-351	Legal Notices Publishing	\$88.00	1/17/18	BUDGET
E 101-41400-351	Legal Notices Publishing	\$15.00	1/31/18	DIGITAL UPLOAD
<b>Total CITIZEN PUBLISHING</b>		<b>\$135.00</b>		

**Paid Chk# 020870 2/5/2018 MIDWAY FARM EQUIPMENT**

E 101-43100-404	Repairs/Maint Machinery/Equip	\$8.27	IM29631	2 GAL JUG DEF
E 101-43100-404	Repairs/Maint Machinery/Equip	\$19.30	IM29632	OIL-ST55
E 101-43100-404	Repairs/Maint Machinery/Equip	\$72.99	IM29682	PARTS FOR PLOW BLADE
E 101-43100-404	Repairs/Maint Machinery/Equip	\$15.13	IM29738	2 GAL DEF
E 101-43100-404	Repairs/Maint Machinery/Equip	\$8.27	IM29765	2 GAL JUG DEF
<b>Total MIDWAY FARM EQUIPMENT</b>		<b>\$123.96</b>		

**Paid Chk# 020871 2/5/2018 MUNICIPAL UTILITIES**

R 101-00000-31000	General Property Taxes	\$305.96		ASSESSMENT #22123
<b>Total MUNICIPAL UTILITIES</b>		<b>\$305.96</b>		

**Paid Chk# 020872 2/5/2018 MUNICIPAL UTILITIES**

R 101-00000-31000	General Property Taxes	\$1.30		ASSESSMENT #22017
<b>Total MUNICIPAL UTILITIES</b>		<b>\$1.30</b>		

**Paid Chk# 020873 2/5/2018 MUNICIPAL UTILITIES**

R 101-00000-31000	General Property Taxes	\$322.86		ASSESSMENT #22013
<b>Total MUNICIPAL UTILITIES</b>		<b>\$322.86</b>		

**Paid Chk# 020876 2/9/2018 BOLTON & MENK INC.**

E 485-46300-434	Project Expense	\$1,077.39	0213549	COMMERICAL PARK ENGINEERING
<b>Total BOLTON &amp; MENK INC.</b>		<b>\$1,077.39</b>		

**Paid Chk# 020877 2/9/2018 CARCHIOUS RODNEY**

E 609-46330-401	Repairs/Maint Buildings	\$20.00		JANUARY ALLOTMENT-APARTMENT MAINTENANCE
E 608-46330-401	Repairs/Maint Buildings	\$20.00		JANUARY ALLOTMENT-APARTMENT MAINTENANCE
E 607-46330-401	Repairs/Maint Buildings	\$20.00		JANUARY ALLOTMENT-APARTMENT MAINTENANCE
<b>Total CARCHIOUS RODNEY</b>		<b>\$60.00</b>		

**Paid Chk# 020878 2/9/2018 DANIEL MELHEIM**

E 609-46330-402	Repairs/Maint- Ground	\$653.33		SNOW REMOVAL HERITAGE ESTATES & MASON MANOR
E 608-46330-402	Repairs/Maint- Ground	\$653.34		SNOW REMOVAL HERITAGE ESTATES & MASON MANOR
E 607-46330-402	Repairs/Maint- Ground	\$653.33		SNOW REMOVAL HERITAGE ESTATES & MASON MANOR

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<b>Total DANIEL MELHEIM</b>		<b>\$1,960.00</b>		
<b>Paid Chk# 020879</b>	<b>2/9/2018 JOSEPH MARCY</b>			
E 607-46330-401	Repairs/Maint Buildings	\$90.00		JANUARY HOURS AT APARTMENTS
E 608-46330-401	Repairs/Maint Buildings	\$90.00		JANUARY HOURS AT APARTMENTS
E 609-46330-401	Repairs/Maint Buildings	\$90.00		JANUARY HOURS AT APARTMENTS
<b>Total JOSEPH MARCY</b>		<b>\$270.00</b>		
<b>Paid Chk# 020880</b>	<b>2/9/2018 ROBERT ANDERSON</b>			
E 205-46500-331	Travel Expenses	\$142.79	1-18 TO 19	MILEAGE TO EDAM CONFERENCE
<b>Total ROBERT ANDERSON</b>		<b>\$142.79</b>		
<b>Paid Chk# 020881</b>	<b>2/9/2018 SOUTHWEST MN ARTS &amp; HUMANITIES</b>			
E 205-46500-343	Busnes Recrut/Comm Dev	\$2,000.00		FEASIBILITY STUDY-MOUNTAIN LAKE APARTMENTS
E 205-46500-343	Busnes Recrut/Comm Dev	(\$2,000.00)		void check
<b>Total SOUTHWEST MN ARTS &amp; HUMANITIES</b>		<b>\$0.00</b>		
<b>Paid Chk# 020882</b>	<b>2/9/2018 WORTHINGTON GLASS INC.</b>			
E 235-46340-401	Repairs/Maint Buildings	\$816.53	44968	REPLACE WINDOW IN FULDA CREDIT BUILDING
<b>Total WORTHINGTON GLASS INC.</b>		<b>\$816.53</b>		
<b>Paid Chk# 020883</b>	<b>2/15/2018 AFLAC</b>			
G 101-21713	AFLAC	\$249.64		
<b>Total AFLAC</b>		<b>\$249.64</b>		
<b>Paid Chk# 020884</b>	<b>2/15/2018 AFSCME COUNCIL 65</b>			
G 101-21707	Union Dues	\$157.86		
<b>Total AFSCME COUNCIL 65</b>		<b>\$157.86</b>		
<b>Paid Chk# 020885</b>	<b>2/15/2018 BCBS/HSA</b>			
G 101-21714	HSA	\$1,008.84		
<b>Total BCBS/HSA</b>		<b>\$1,008.84</b>		
<b>Paid Chk# 020886</b>	<b>2/15/2018 COMMISSIONER OF REVENUE</b>			
G 101-21702	State Withholding	\$804.11		
<b>Total COMMISSIONER OF REVENUE</b>		<b>\$804.11</b>		
<b>Paid Chk# 020887</b>	<b>2/15/2018 GISLASON &amp; HUNTER</b>			
G 101-21712	Garnishments	\$398.90		
<b>Total GISLASON &amp; HUNTER</b>		<b>\$398.90</b>		
<b>Paid Chk# 020888</b>	<b>2/15/2018 INTERNAL REVENUE SERVICE</b>			
G 101-21703	FICA Tax Withholding	\$2,500.66		
G 101-21701	Federal Withholding	\$1,489.14		
<b>Total INTERNAL REVENUE SERVICE</b>		<b>\$3,989.80</b>		
<b>Paid Chk# 020889</b>	<b>2/15/2018 PERA</b>			
G 101-21704	PERA	\$4,468.62		
<b>Total PERA</b>		<b>\$4,468.62</b>		
<b>Paid Chk# 020890</b>	<b>2/15/2018 SW/WC SERVICE COOPERATIVES</b>			
G 101-21708	Employee Paid Health Insurance	\$2,307.14		
<b>Total SW/WC SERVICE COOPERATIVES</b>		<b>\$2,307.14</b>		
<b>Paid Chk# 020891</b>	<b>2/15/2018 VALIC</b>			
G 101-21705	VALIC	\$388.00		
<b>Total VALIC</b>		<b>\$388.00</b>		

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<b>Paid Chk# 020892 2/15/2018 CARDMEMBER SERVICE</b>					
E 101-42100-200	Office Supplies	\$220.67	1/3/18		BATTERY FOR PD TOUGHPAD
	<b>Total CARDMEMBER SERVICE</b>	<b>\$220.67</b>			
<b>Paid Chk# 020893 2/15/2018 WDR #54</b>					
E 101-43100-430	Miscellaneous	\$16.00			TABS FOR #13-ST DEPT
	<b>Total WDR #54</b>	<b>\$16.00</b>			
<b>Paid Chk# 020894 2/15/2018 CASEYS-CREDIT CARD DEPARTMENT</b>					
E 101-43100-212	Motor Fuels	\$316.49			ST DEPT GAS
E 101-00000-430	Miscellaneous	\$163.98			UT GAS (BILLED THEM)
E 231-42154-430	Miscellaneous	\$74.49	1/7/18		PIZZA-REFRESHER CLASS
	<b>Total CASEYS-CREDIT CARD DEPARTMENT</b>	<b>\$554.96</b>			
<b>Paid Chk# 020895 2/23/2018 ALPHA WIRELESS COMMUNICATIONS</b>					
E 231-42154-404	Repairs/Maint Machinery/Equip	\$92.00	693546		PROGRAM & SET UP APX4000 FOR AMB
	<b>Total ALPHA WIRELESS COMMUNICATIONS</b>	<b>\$92.00</b>			
<b>Paid Chk# 020896 2/23/2018 AMERIPRIDE</b>					
E 101-43100-215	Shop Supplies	\$39.12	2800846457		TOWELS FOR ST DEPT
E 101-41400-401	Repairs/Maint Buildings	\$49.53	2800846457		MATS FOR CITY HALL
	<b>Total AMERIPRIDE</b>	<b>\$88.65</b>			
<b>Paid Chk# 020897 2/23/2018 ANDYS AUTO REPAIR &amp; TOWING</b>					
E 231-42154-404	Repairs/Maint Machinery/Equip	\$109.00	7286		2017 CHEVY AMB ALIGNMENT
	<b>Total ANDYS AUTO REPAIR &amp; TOWING</b>	<b>\$109.00</b>			
<b>Paid Chk# 020898 2/23/2018 BARCO MUNICIPAL PRODUCTS</b>					
E 101-43100-404	Repairs/Maint Machinery/Equip	\$703.52	IN-227714		STROBE LIGHTS,PARTS FOR SWEEPER
	<b>Total BARCO MUNICIPAL PRODUCTS</b>	<b>\$703.52</b>			
<b>Paid Chk# 020899 2/23/2018 C &amp; B OPERATIONS LLC</b>					
E 101-43100-404	Repairs/Maint Machinery/Equip	\$12.60	2545304		BULB FOR SKIDLOADER
	<b>Total C &amp; B OPERATIONS LLC</b>	<b>\$12.60</b>			
<b>Paid Chk# 020900 2/23/2018 COMPUTER LODGE</b>					
G 101-15500	Prepaid Items-Computer	\$3,400.00	10941		40 HOURS COMPUTER CONTRACT
	<b>Total COMPUTER LODGE</b>	<b>\$3,400.00</b>			
<b>Paid Chk# 020901 2/23/2018 COMPUTER LODGE</b>					
E 101-41400-200	Office Supplies	(\$119.99)	10943		RETURNED MONITOR-FOR SERVER
E 101-41400-570	Office Equip and Furnishings	\$1,113.65	10943		WENDY-COMPUTER & 2 MONITORS
E 205-46500-570	Office Equip and Furnishings	\$1,358.89	10943		ROB-COMPUTER & 2 SCREENS
E 205-46500-570	Office Equip and Furnishings	\$1,298.77	10943		TABITHA-COMPUTER & 2 SCREENS
E 101-42100-570	Office Equip and Furnishings	\$1,417.40	10943		PD OFFICERS-COMPUTER & MONITORS
E 101-41400-200	Office Supplies	\$42.75	10943		DAWN-KEYBOARD & MOUSE
	<b>Total COMPUTER LODGE</b>	<b>\$5,111.47</b>			
<b>Paid Chk# 020902 2/23/2018 COMPUTER LODGE</b>					
E 205-46500-570	Office Equip and Furnishings	\$19.23	11028		SPEAKERS FOR ROB
	<b>Total COMPUTER LODGE</b>	<b>\$19.23</b>			
<b>Paid Chk# 020903 2/23/2018 COUNTRY PRIDE SERVICES</b>					
E 231-42154-210	Operating Supplies	\$247.36			AMBULANCE DIESEL
E 101-42100-212	Motor Fuels	\$717.80			PD GAS
E 101-45200-212	Motor Fuels	\$167.59			GAS #4-PARKS
E 101-43100-212	Motor Fuels	\$2,830.97			ST DEPT GAS & OIL

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E 101-45171-210	Operating Supplies	\$79.59	188501,18927	ICE RINK-GARBAGE BAGS,SNOW PUSHER
E 231-42154-404	Repairs/Maint Machinery/Equip	\$2.13	188536	KEY FOR AMB DEPT
E 609-46330-401	Repairs/Maint Buildings	\$820.45	188605,18929	WATERHEATER & LABOR-MASON MANOR
E 101-41400-401	Repairs/Maint Buildings	\$506.02	188671	CITY HALL-WATERHEATER & FURNACE REPAIR
E 608-46330-401	Repairs/Maint Buildings	\$503.13	188704,18908	GRABBAR,HANDICAP TOLIET-PUENTE
E 101-45186-220	Repair/Maint Supply	\$13.85	188759	COMM CTR-CLEANERS
E 101-43100-404	Repairs/Maint Machinery/Equip	\$17.07	188934,18919	ST DEPT-BLK PAINT, RETURN GRILLE
E 507-46103-430	Miscellaneous	\$85.49	188990	4 TON JACK FOR FISHING PIER
E 101-43124-216	Chemicals and Chem Products	\$11.73	189136	SOFTNER SALT FOR SIDEWALKS
E 607-46330-401	Repairs/Maint Buildings	\$649.36	189331,18871	GARAGE DOOR,BOLTS
E 211-45500-220	Repair/Maint Supply	\$32.05	189442	LIBRARY-PADLOCK
<b>Total COUNTRY PRIDE SERVICES</b>		<b>\$6,684.59</b>		
<hr/>				
Paid Chk#	020904	2/23/2018	<b>CRYSTEEL TRUCK EQUIPMENT</b>	
E 101-43100-404	Repairs/Maint Machinery/Equip	\$109.46	LP182534	BLADE MARKERS FOR MOTORGRADER
<b>Total CRYSTEEL TRUCK EQUIPMENT</b>		<b>\$109.46</b>		
<hr/>				
Paid Chk#	020905	2/23/2018	<b>DAVID SAVAGE</b>	
E 101-41110-308	Training & Instruction	\$298.91	1/26-27	LEADERSHIP CONF EXPENSE REIMBURSEMENT
<b>Total DAVID SAVAGE</b>		<b>\$298.91</b>		
<hr/>				
Paid Chk#	020906	2/23/2018	<b>DOUG BRISTOL</b>	
E 101-42100-430	Miscellaneous	\$135.35		HEAT TEAM CALL OUT-FOOD
<b>Total DOUG BRISTOL</b>		<b>\$135.35</b>		
<hr/>				
Paid Chk#	020907	2/23/2018	<b>FRONTIER</b>	
E 101-41400-321	Telephone	\$317.74		CITY HALL PHONE-427-2999
E 101-42100-321	Telephone	\$284.50		POLICE DEPT PHONE-427-3403
E 101-43100-321	Telephone	\$71.67		STREET DEPT PHONE-427-2997
E 101-45186-321	Telephone	\$70.26		SR CTR PHONE-427-2151
E 205-46500-321	Telephone	\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430	Miscellaneous	\$163.25		UT-PHONE
<b>Total FRONTIER</b>		<b>\$944.92</b>		
<hr/>				
Paid Chk#	020908	2/23/2018	<b>GREATAMERICA FINANCIAL SVCS</b>	
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
<b>Total GREATAMERICA FINANCIAL SVCS</b>		<b>\$140.49</b>		
<hr/>				
Paid Chk#	020909	2/23/2018	<b>HEIMAN FIRE EQUIPMENT--USE THI</b>	
E 221-42200-404	Repairs/Maint Machinery/Equip	\$71.26	0864818-IN	NAME BADGES FOR FIRE DEPT
<b>Total HEIMAN FIRE EQUIPMENT--USE THI</b>		<b>\$71.26</b>		
<hr/>				
Paid Chk#	020910	2/23/2018	<b>INDOFF INCORPORATED</b>	
E 101-41400-200	Office Supplies	\$27.24	3061224	LAMINATING POUCH,CLIPS
E 101-41400-200	Office Supplies	\$10.46	3064196	LEDGER SHEETS
E 101-42100-200	Office Supplies	\$5.77	3067187	PD-SHARPIES
<b>Total INDOFF INCORPORATED</b>		<b>\$43.47</b>		
<hr/>				
Paid Chk#	020911	2/23/2018	<b>INGRAM</b>	
E 211-45500-590	Capital Outlay Books	\$472.20		LIBRARY BOOKS
<b>Total INGRAM</b>		<b>\$472.20</b>		
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Paid Chk#	020912	2/23/2018	<b>KDOM RADIO</b>	



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E 101-00000-430	Miscellaneous		\$30.09	18010307	MONTHLY ADV
	<b>Total KDOM RADIO</b>		\$30.09		
<b>Paid Chk# 020913</b>	<b>2/23/2018</b>	<b>LEAGUE OF MN CITIES-FINANCE</b>			
E 101-41110-308	Training & Instruction		\$225.00	1/26-27	2018 LEADERSHIP CONF-DAVID S.
	<b>Total LEAGUE OF MN CITIES-FINANCE</b>		\$225.00		
<b>Paid Chk# 020914</b>	<b>2/23/2018</b>	<b>MIDSTATES</b>			
E 101-45200-404	Repairs/Maint Machinery/Equip		\$33.90	218063	ECHO TWO CYCLE OIL-PARKS
	<b>Total MIDSTATES</b>		\$33.90		
<b>Paid Chk# 020915</b>	<b>2/23/2018</b>	<b>MINNESOTA ENERGY RESOURCE CORP</b>			
E 101-41400-383	Gas Utilities		\$0.00		CITY HALL GAS-ACCT#0505387558
E 221-42200-383	Gas Utilities		\$0.00		FIRE DEPT PORTION OF FIREHALL GAS-ACCT#0507634940
E 231-42154-383	Gas Utilities		\$0.00		AMB PORTION OF FIREHALL GAS-ACCT#0507634940
E 101-43100-383	Gas Utilities		\$395.90		STREET GARAGE GAS-ACCT#0503270939
E 211-45500-383	Gas Utilities		\$0.00		LIBRARY GAS-ACCT#0502593301
E 101-45186-383	Gas Utilities		\$0.00		COMM CTR GAS-ACCT#0504742031
	<b>Total MINNESOTA ENERGY RESOURCE CORP</b>		\$395.90		
<b>Paid Chk# 020916</b>	<b>2/23/2018</b>	<b>MINNESOTA MUTUAL LIFE</b>			
E 101-42100-135	Employer Paid Other		\$1.70		MARCH BRIAN LUNZ LIFE INSURANCE
E 101-42100-134	Employer Paid Life		\$6.80		MARCH LIFE INS-POLICE DEPT
E 211-45500-134	Employer Paid Life		\$1.70		MARCH LIFE INS-LIBRARY
E 101-43100-134	Employer Paid Life		\$3.06		MARCH LIFE INS-ST DEPT
E 101-41400-134	Employer Paid Life		\$3.40		MARCH LIFE INS-OFFICE
E 101-45200-134	Employer Paid Life		\$1.02		MARCH LIFE INS-PARKS DEPT
E 101-46200-134	Employer Paid Life		\$1.02		MARCH LIFE INS-CEMETERY
E 205-46500-134	Employer Paid Life		\$1.70		MARCH LIFE INS-EDA ROB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$25.30		MARCH LIFE INS-ROBB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$10.90		MARCH LIFE INS-DARON FRIESEN
G 101-21706	Hospitalization/Medical Ins		\$12.00		MARCH LIFE INS-STEVE PETERS
	<b>Total MINNESOTA MUTUAL LIFE</b>		\$68.60		
<b>Paid Chk# 020917</b>	<b>2/23/2018</b>	<b>MINNESOTA WEST-CANBY</b>			
E 221-42200-308	Training & Instruction		\$425.00		READING SMOKE CLASS-FD
	<b>Total MINNESOTA WEST-CANBY</b>		\$425.00		
<b>Paid Chk# 020918</b>	<b>2/23/2018</b>	<b>MOTOROLA SOLUTIONS INC</b>			
E 231-42154-580	Other Equipment		\$5,381.25	13199917	2 RADIOS FOR AMBULANCE
	<b>Total MOTOROLA SOLUTIONS INC</b>		\$5,381.25		
<b>Paid Chk# 020919</b>	<b>2/23/2018</b>	<b>PETERSON DRUG &amp; GIFTS</b>			
E 101-43100-200	Office Supplies		\$3.52	1/12/18	ST DEPT-CLEAR TAPW
E 221-42200-404	Repairs/Maint Machinery/Equip		\$9.88	1/17/18	UPS-FIRE DEPT PAGER TO MANKATO
E 101-43100-200	Office Supplies		\$6.08	1/18/18	ST DEPT-FOLDERS
E 101-45171-210	Operating Supplies		\$16.05	1/18/18	SHOE LACES-SKATING RINK
E 211-45500-220	Repair/Maint Supply		\$14.94	1/4/18	CLEANING SUPPLIES-LIBRARY
E 101-45186-220	Repair/Maint Supply		\$14.94	1/4/18	SOAP&GLOVES-COMM CTR
	<b>Total PETERSON DRUG &amp; GIFTS</b>		\$65.41		
<b>Paid Chk# 020920</b>	<b>2/23/2018</b>	<b>PRAXAIR</b>			
E 231-42154-210	Operating Supplies		\$204.58	81166779	OXYGEN FOR AMB
	<b>Total PRAXAIR</b>		\$204.58		
<b>Paid Chk# 020921</b>	<b>2/23/2018</b>	<b>RDJ SPECIALTIES</b>			

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February 2018

			Check Amt	Invoice	Comment
E 101-42100-430	Miscellaneous		\$785.22	104535	NITRILE GLOVES FOR POLICE DEPT
<b>Total RDJ SPECIALTIES</b>			<b>\$785.22</b>		
<hr/>					
Paid Chk# 020922	2/23/2018	<b>RDO EXCH 80-5800</b>			
E 101-43100-404	Repairs/Maint Machinery/Equip		\$371.81	P70745	CUTTING EDGE FOR SNOW BUCKET
<b>Total RDO EXCH 80-5800</b>			<b>\$371.81</b>		
<hr/>					
Paid Chk# 020923	2/23/2018	<b>REAL TIME TRANSLATIONS-ELSA</b>			
E 101-42100-430	Miscellaneous		\$204.00	111986	PD ANNUAL LICENSE FEE-MARCH 2018 TO FEB 2019
<b>Total REAL TIME TRANSLATIONS-ELSA</b>			<b>\$204.00</b>		
<hr/>					
Paid Chk# 020924	2/23/2018	<b>RITEWAY BUSINESS FORMS</b>			
E 101-41400-200	Office Supplies		\$196.15	18-30546	PAYROLL CHECKS
<b>Total RITEWAY BUSINESS FORMS</b>			<b>\$196.15</b>		
<hr/>					
Paid Chk# 020925	2/23/2018	<b>SOUTH CENTRAL COLLEGE</b>			
E 101-42100-308	Training & Instruction		\$180.53	00160294	DOUG B-1ST RESPONDER REFRESHER
E 231-42154-308	Training & Instruction		\$3,571.38	00160294	AMB EMT REFRESHER-9
<b>Total SOUTH CENTRAL COLLEGE</b>			<b>\$3,751.91</b>		
<hr/>					
Paid Chk# 020926	2/23/2018	<b>SOUTHWEST INITIATIVE FOUNDATIO</b>			
E 101-46500-312	Community Develop		\$12.50	ML20809	YEARLY APPROPRIATION
<b>Total SOUTHWEST INITIATIVE FOUNDATIO</b>			<b>\$12.50</b>		
<hr/>					
Paid Chk# 020927	2/23/2018	<b>SOUTHWEST MN HOUSING PARTNERSH</b>			
E 205-46500-343	Busnes Recrut/Comm Dev		\$2,000.00		FEASIBILITY STUDY-MT. LAKE APTS FINAL PAY
<b>Total SOUTHWEST MN HOUSING PARTNERSH</b>			<b>\$2,000.00</b>		
<hr/>					
Paid Chk# 020928	2/23/2018	<b>SW/WC SERVICE COOPERATIVES</b>			
E 101-42100-131	Employer Paid Health		\$3,541.96		MARCH HEALTH INS-POLICE DEPT
E 101-41400-131	Employer Paid Health		\$2,723.40		MARCH HEALTH INS-OFFICE
E 101-43100-131	Employer Paid Health		\$2,451.06		MARCH HEALTH INS-ST DEPT
E 101-45200-131	Employer Paid Health		\$817.02		MARCH HEALTH INS-PARKS DEPT
E 211-45500-131	Employer Paid Health		\$1,361.70		MARCH HEALTH INS-LIBRARY
E 101-46200-131	Employer Paid Health		\$817.02		MARCH HEALTH INS-CEMETERY
E 205-46500-131	Employer Paid Health		\$1,361.70		MARCH HEALTH INS-EDA
E 101-42100-135	Employer Paid Other		\$481.50		MARCH HEALTH INS-BRIAN LUNZ
<b>Total SW/WC SERVICE COOPERATIVES</b>			<b>\$13,555.36</b>		
<hr/>					
Paid Chk# 020929	2/23/2018	<b>VERIZON</b>			
E 101-42100-321	Telephone		\$9.10		PD CELL PHONE
E 231-42154-321	Telephone		\$9.55		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
<b>Total VERIZON</b>			<b>\$123.68</b>		
<b>10100 United Prairie</b>			<b>\$67,166.70</b>		

6



**\*Check Detail Register©**

February 2018

Check Amt Invoice Comment

**Fund Summary**

**10100 United Prairie**

101 GENERAL FUND	\$42,511.77
205 ECONOMIC DEVELOPMENT AUTHORITY	\$6,226.20
211 LIBRARY FUND	\$1,953.49
221 FIRE DEPT FUND	\$506.14
231 AMBULANCE FUND	\$9,726.75
235 SW HOUSING GRANT	\$816.53
485 ML COMM PARK-INFRASTRUCTURE	\$1,077.39
507 LAKE COMMISSION FUND	\$85.49
607 EDA---4 PLEX FUND	\$1,412.69
608 EDA---8 PLEX FUND	\$1,266.47
609 EDA-- MASON MANOR	\$1,583.78
	<hr/>
	\$67,166.70

**Paid Chk# 000527E 2/2/2018 STATE OF MINNESOTA**

E 211-45500-430	Miscellaneous	\$5.00	2017 COPIES ON LIBRARY COPY MACHINE
	<b>Total STATE OF MINNESOTA</b>	<hr/>	
		\$5.00	

**Paid Chk# 000528E 2/6/2018 UNITED PRAIRIE BANK**

G 609-22800	Notes Payable - Current	\$464.51	FEB MASON MANOR-PRINC PAYMENT
E 609-46330-610	Interest	\$826.02	FEB MASON MANOR-INTEREST PAYMENT
	<b>Total UNITED PRAIRIE BANK</b>	<hr/>	
		\$1,290.53	

**Paid Chk# 000529E 2/20/2018 SELECT ACCOUNT**

E 101-41400-141	Admin Fees-HSA	\$5.90	JAN HSA ADMIN FEES
E 101-42100-141	Admin Fees-HSA	\$11.80	JAN HSA ADMIN FEES
E 205-46500-141	Admin Fees-HSA	\$2.95	JAN HSA ADMIN FEES
E 211-45500-141	Admin Fees-HSA	\$2.95	JAN HSA ADMIN FEES
E 101-43100-141	Admin Fees-HSA	\$5.30	JAN HSA ADMIN FEES
E 101-45200-141	Admin Fees-HSA	\$1.77	JAN HSA ADMIN FEES
E 101-46200-141	Admin Fees-HSA	\$1.78	JAN HSA ADMIN FEES
E 205-46500-141	Admin Fees-HSA	\$2.95	FEB HSA ADMIN FEES
E 101-41400-141	Admin Fees-HSA	\$5.90	FEB HSA ADMIN FEES
E 211-45500-141	Admin Fees-HSA	\$2.95	FEB HSA ADMIN FEES
E 101-42100-141	Admin Fees-HSA	\$11.80	FEB HSA ADMIN FEES
E 101-43100-141	Admin Fees-HSA	\$5.30	FEB HSA ADMIN FEES
E 101-45200-141	Admin Fees-HSA	\$1.77	FEB HSA ADMIN FEES
E 101-46200-141	Admin Fees-HSA	\$1.78	FEB HSA ADMIN FEES
	<b>Total SELECT ACCOUNT</b>	<hr/>	
		\$64.90	



**DRAFT**  
**Regular Council Meeting**  
**Mountain Lake City Hall**  
**Monday, February 5, 2018**  
**6:30 p.m.**

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

Members Absent: Darla Kruser

Staff Present: Wendy Meyer, Clerk/Administrator; Maryellen Suhrhoff, City Attorney, Muske, Suhrhoff and Pidde, arrived at 7:45 p.m.; Chief Tim Coners and David Watkin, Mt. Lake Fire Department

Others Present: Mary Oeltjenbruns, Bertha Klassen, Jerry Logue, Loaves and Fishes Food Shelf; 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 7d Administrator Salary Schedule to the agenda.

Motion carried. Motion by Savage, seconded by Kass, to adopt the agenda as amended and approve the consent agenda as presented. Motion carried.

Bills: Check #'s 20798 - 20865, 525E-526E

Approval of Payroll Checks #'s 63669 - 63702

Approval of January 16 and 26 Council Minutes

October 23, 2017 Planning and Zoning Commission Minutes

Building Permits, through January 29

January 11 Utility Commission Minutes

Hire Emergency Medical Technicians Mary Lou Luna, Emily Bentson, Ashley

Kroeger, Ambulance Service, effective Jan. 1, 2018

**Public**

No one present addressed the council during this portion of the meeting.

**Loaves and Fishes Food Shelf – Mt. Lake Community Center**

Oeltjenbruns, Klassen, and Logue told the council that they would be thankful for whatever could be done to give the food shelf more space. Removing the wall between the food shelf and pool room was discussed. The two pool tables would need to be relocated. Laker Apartments and Good Samaritan have been contacted; both are unable to accommodate the tables. Other

locations were suggested and will be contacted. It is important find a suitable home for the pool tables. Adding or removing walls in other parts of the Community Center and moving the food shelf and/or the pool room to another part of the building were considered. No action taken. The matter will be discussed at future meetings.

### **Mt. Lake Fire Department Township Fees**

The administrator summarized the department's budget, future equipment replacement, current reserves and cash flow. The new pumper authorized by the council in 2017 is currently being built. The cost is approximately \$320,000. A \$125,000 US Department of Agriculture loan will assist with the purchase. It was noted that two of the six townships that have some or all of their sections in the Mt. Lake fire service area have not paid the 2016 equipment per section fee that was a part of the 2016 contract. The equipment fee was not part of the 2017 contract; it was billed later. To date three townships have not paid the 2017 fee but Chief Tim Coners expects that one of the townships will pay the fee after the Fire Department officers and township officials meet February 12. Ways to collect the unpaid equipment fee, the amount of 2018 per section fees, and 2018 contract length and language were discussed.

Motion by Savage, seconded by Ysker to:

1. prepare a four-year contract (2018-2021) with a per section fee of \$330/section with a payment due date of July 1 in each contract year,
2. add a statement to the contract that the fire department reserves the right to discontinue service to the township if the current year's fees are not paid in full by the due date and any unpaid portion of 2016 or 2017 billings are not paid by July 1, 2018 and
3. send a letter to residents of the townships where any previous or current years' bills have not been paid in full by the July 1 due date notifying them that not all fees have been paid by their township and that the fire department has reserved the right to discontinue service.

Voting Aye: Nelson, Savage, Ysker. Abstaining: Kass. Motion carried. The letter and contract will be reviewed by the council prior to being sent.

### **Public Library**

The administrator briefly updated the council on the insulating and carpeting project at the public library.

### **Plum Creek Library System Agency Agreement**

A summary of revisions to the agreement was briefly reviewed. Motion by Kass, seconded by Savage, to approve the agreement and authorize the mayor to sign. Motion carried.

### **Reports from the City Attorney and Mt. Lake Public School Board Representative**

Neither the city attorney nor a board representative was present.

**Bonded Indebtedness as of 12/31/17**

The report was reviewed. No action taken.

**PIN 22.610.0803 Special Assessments**

The lot was tax-forfeited. The new owner is requesting that the 2012-2014 Utility and Street Project special assessments be waived. The council reviewed a summary of other waiver requests that had come before them and earlier councils. Motion by Ysker, seconded by Savage, to deny the request. Motion carried.

**Mt. Lake Fire Department Township Fees**

City Attorney Suhrhoff arrived and the action approved earlier in the meeting was reviewed and clarified.

**Second February Meeting Date**

There will not be quorum at the council's regularly scheduled second February meeting on the 20<sup>th</sup>. It was agreed that the meeting would be moved to either the 26<sup>th</sup> or 27<sup>th</sup> depending on staff availability.

**Administrator Salary Schedule**

The revised administrator schedule was discussed. The compensation study of all city positions completed in 2015 and the salary adjustments recommended were discussed. By consensus it was agreed that the compensation study should be updated, and adjustments made where needed. Nelson will contact DDA and prepare a letter to employees notifying them of the city's intentions. Motion by Savage, seconded by Ysker, to place the administrator on the revised schedule. Motion carried.

**Adjourn**

The meeting was adjourned at 8:50 p.m.

ATTEST:

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Wendy Meyer, Clerk/Administrator

**DRAFT**  
**Special Joint Meeting of the**  
**Mountain Lake City Council**  
**and the**  
**Cottonwood County Board of Commissioners**

**Mountain Lake Community Center**  
**Monday, February 12, 2018**  
**6:00 p.m.**

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

Members Absent: None

County Board: Tom Appel, Donna Gravley, Norm Holmen, James Schmidt, Kevin Stevens

City Staff: Wendy Meyer Clerk/Administrator; Rob Anderson EDA; Officer Jacob Vitzum Mt. Lake Police Dept.

County Staff: Jan Johnson, Auditor/Treasurer; Nick Klisch, County Engineer; Sheriff Jason Purrington

Speakers: Scott Thompson MN Department of Transportation; Sergeant Ronald Richards, MN State Patrol

Others Registered: Vicki Bettendorf Observer/Advocate; Dirk Abraham KDOM Radio; Jordan Albrecht Bolton and Menk; Charlotte Zschetzsche, Karen Stoesz, John Zschetzsche, Leslie H. Harder, Willard Friesen, Jerry Haberman, Steve B. Syverson, Kenton Stoesz, Daniel Nelson, William Kremmin, Rodney Goertzen, Bryan Carlson, Margaret Janzen, Daniel Janzen, Tom Brown, Ron Neufeld, Sue Garloff, Kelly Nelson, Maryann Harder, Curt Janzen, Dean Willaby, Jamie Smith, Khya Boldt, Landon Boldt, Lay Smith, Jonathan Adrian, Daryl Dick, Steve Dick, Brigitte Junker, Randy Junker, Burton Stoesz, Mark Hanson, Cassandra Harder, Rebecca Palm, Maureen Palm, Marlin Palm, Kelly Hanson, Brad Hanson, Annette Kunkel, Shawn Neufeld, Eileen Thiessen, Steve Thiessen, Dixie Duerkson, Troy Duerkson, Dave Albrecht, Dean Janzen, Wendell Klassen, Mike Adrian, Rachel Yoder, Mellissa Klassen, Hugh Simon, Joanne Karschnik, Russ Karschnik, Phillip Harder, Steve Harder, Judy Harder



Others: Eight (8) illegible signatures and another 10 to 20 who did not register

### **Call to Order**

The meeting was called to order by Mayor Nelson at 6:00 p.m.

### **Presentation by Scott Thompson MN Department of Transportation, Sergeant Ronald Richards State Patrol**

The presentation included information on three Hwy. 60 intersections: County Road #1, east Co. Rd. #27 and west Co. Rd. #27. Any safety improvement plan would include all three intersections. Traffic volumes, accidents numbers and types, fatalities, injuries, and vehicle damage were discussed. The 'tool box' of possible improvements, the cost of each, and the funds available were reviewed. Thompson presented study data to explain MN DOT's selection of preferred options. The limited funds available must be use for safety improvements. Thompson explained that the improvements will only happen if the county board and city council formally support them. If the two bodies are not in support the MN District 7 office will work with other communities within the district where safety improvements could also be made. Thompson is asking for an answer from the city council and county board by July 4, 2018; construction would not occur until 2020. Suitable options for each intersection were discussed and questions were asked by the city council and county board. Additional information was requested. It is MN DOT's intention to construct a j-turn at the County Road #1 intersection, and a 'green tee' a modified j-turn at the east County Road #27 intersection. MN DOT is open to any one of three options, a j-turn, a green tee and another j-turn modification, at the west County Road #27 intersection.

### **Public Comment**

Kenton Stoesz, Karen Stoesz, Leslie Harder, Jerry Haberman, Tom Brown, Maryann Harder, Dean Willaby, Travis Smith, Daryl Dick, Steve Dick, Cassandra Harder. Shawn Neufeld, Wendell Klassen, Mellissa Klassen, Phillip Harder and Brandon Fast were amount those who asked questions and made comments. The topics raised included the experience with j-turns located in other areas of the state, the lighted safety system currently being used at the County Road #1 intersection, the wisdom of engineering decisions made in the 1980s when the by-pass was constructed, the impact of constructing either a County Road #1 overpass or interchange, other methods to reduce accidents and injury, the ability of farm equipment and semi-trucks to navigate j-turns, and the impact of any changes to the businesses and new commercial park located on the north side of Hwy. 60.

### **Adjourn**

The meeting was adjourned at 8:45 p.m.



**Mountain Lake Utilities Commission Meeting**  
**Mountain Lake City Hall**  
**Thursday, January 25, 2018**  
**7 AM**

Members Present: John Carrison, Todd Johnson, Mark Langland, Brett Lohrenz, Council Liaison David Savage

Members Absent: Mike Johnson

Staff Present: Wendy Meyer, Clerk/Administrator; Lynda Cowell, Utilities Office Manager, Ron Melson, Electric Superintendent; Dave Watkins, Water/Wastewater Superintendent; Tristan Varpness, Lineman

Others Present: None

**Call to Order**

The meeting was called to order at 7 AM. February and March meetings were added to the agenda.

**Approval of Minutes and Bills**

Motion by Lohrenz, seconded by T. Johnson, to approve the January 11 minutes and Check Numbers 17751 - 17786. Motion carried. Staff upgraded the commission about problems moving readings from the meter reader to the accounting program. Sensus has been here several times and continues to work on the problem.

**Significant Industrial User (SIU) Agreement Modification**

The e-mail from Andy Kehren, Bolton and Menk, recommending the increases was discussed. Motion by Carrison, seconded by T. Johnson, to increase the penalties for flow in excess of maximum daily average, and excess maximum monthly average flow to \$8.11/1000 gallons for excess over 3,000 gallons. Motion carried.

**Broken Line, Account #03-00012990-00-4**

A broken water line allowed a conservatively estimated 670,000 gallons of water to flow across the property and onto the neighboring property for a minimum of five days in mid-January. Nesmoie noticed the increased water usage at the water plant. The problem was eventually found the building, and the owner contacted. Motion by Langland, seconded by Carrison, to bill the account for 670,000 gallons. Motion carried. The owner will be encouraged to contact their insurance company, and given the opportunity to pay in installments.

**Broken Water Meter, Account # 02-00001610-00-6**

The meter in the basement was old and it broke. The owner is concerned about the cost of the water. Staff was directed to bill the owner for their monthly average and waive the remainder.

**Water Main Break**

The break and its repair at the Eighth Street North and Basinger Memorial Drive intersection was discussed.

**Electric Department**

Melson explained work remaining on the sub-station project.

**Dollar General Project**

Unsuitable soils were located at the Haberman property on west Third Avenue. The developer, The Zarembo Group, is now looking at a lot in the new commercial subdivision.

**Casey's Project**

The city has received a preliminary site plan. Department heads and Andy Kehren, city engineer, have had an opportunity to review. Comments have been sent to the project's engineers.

**February and March Meetings**

Meyer will not be able to attend the February 22, March 8 and March 22 commission meetings. Moving the meetings was discussed. It was tentative agreed to meet February 8, March 1, and March 29.

**Adjourn**

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

**Minutes approved February 8, 2018**

ATTEST:

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Wendy Meyer, Clerk/Administrator

## Mountain Lake Public Library Board Minutes

January 10, 2018

**Members Present:** Dennis Cords, Diane Englin, Vickie Krueger, Carol Lehman, director

**Members Absent:** Barrie Wright, Marci Balderas

**Others Present:** Dana Kass, city liaison

The meeting was called to order at 4:25 p.m. by vice-chair, Vickie Krueger.

**M/S Englin/Krueger** to approve the minutes of the December 20, 2017 meeting. **Motion carried.**

**Carol presented the December monthly report** indicating 2,161 total circulation and expenditures in the amount of \$2,805.79. **M/S Englin/Cords** to accept the December report as given and to approve the December expenditures. **Motion carried.**

**Election of Officers:** As vice-chair, Vickie Krueger will move to chairman and both Diane Englin and Dennis Cords are willing to serve as officers in 2018. **M/S Englin/Krueger** to cast a unanimous ballot for Englin as vice-chair and Cords as secretary. **Motion carried.**

**Policy review was tabled** and will be continued when full board is in attendance.

**Carol reported** that the renovation is still scheduled to begin in January but a definite date has not been set.

**The December library activity report** was given.

**The remainder of the meeting** was spent discussing the carpet project and viewing carpet samples.

**The meeting adjourned** at 5:30 p.m.

**NEXT MEETING: WEDNESDAY, FEBRUARY 14, 2018 – 4:00 P.M.**

Respectfully submitted,



Dennis Cords, secretary

**Mountain Lake Public Library Board Minutes**  
**Special Meeting**  
**January 29, 2018**

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

**Members Absent:** Barrie Wright

**Others Present:** Wendy Meyer, Randy Strom

The meeting was called to order at 4:05 p.m. by chairman, Vickie Krueger.

The board reviewed the carpet quotes and Bargaen, Inc. submitted the lowest quote. **M/S Englin/Balderas** to award the carpet project to Bargaen, Inc. **Motion carried.**

Randy Strom from Bargaen, Inc. brought in carpet samples for the board to choose from and was available for questions and concerns. He will order a box of carpet tiles in the style and color the board is interested in. Another meeting was scheduled for Monday, February 5, 2018 at 4:00 p.m. to view the carpet tiles.

The meeting adjourned at 4:50 p.m.

Respectfully submitted,



Dennis Cords, secretary



CITY OF MOUNTAIN LAKE  
PUBLIC LIBRARY REPORT  
MONTH OF January, 2018

CIRCULATION AND USE

Adult fiction	_____	
Adult nonfiction	_____	
Non print (includes videos, cassettes, art prints, etc.)	_____	
Juvenile	_____	
Periodicals	_____	
	<b>TOTAL CIRCULATION</b>	<u>2,185</u>
Interlibrary loan sent	<u>335</u>	
Interlibrary loan received	<u>344</u>	
	<b>TOTAL ILL</b>	<u>679</u>
	<b>ILL NON SYSTEM</b>	<u>47</u>

RECEIPTS

Cash income	_____
Donations (monetary)	_____
County Revenue	_____
Misc. Revenue	_____
Fines	<u>13.00</u>
Meeting room rental	_____
Sale of supplies	_____
<b>TOTAL RECEIPTS</b>	<u>\$13.00</u>

EXPENDITURES

Books	<u>797.40</u>
Periodicals	_____
Audio-visual	<u>102.35</u>
Supplies	<u>22.18</u>
Postage	_____
Miscellaneous	_____
Telephone	<u>67.44</u>
Repairs & maintenance	<u>345.00</u>
Repairs & maint. of equipment	_____
Project expense	<u>107.99</u>
Capital outlay	_____
Automation	_____
Gas Utilities	<u>349.58</u>
<b>TOTAL EXPENDITURES</b>	<u>\$1,791.94</u>

(17)

LIBRARY DIRECTOR Carol Lehman



**Regular Lake Commission Meeting**  
**Monday, December 11, 2017, 6:30 p.m.**

**Members Present:** Jason Kruser, Jim Peterson, Jean Haberman, Dave Bucklin,  
Jason Honkomp, Mike James

**Members Absent:** Heather Funk

**Guests Present:** Wendy Meyer, Rachel Yoder, Cheryl Hiebert

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

**Open Forum:**

Rachel Yoder commented about motorized vehicles using their driveway to gain access to the trail.

M/S/P Bucklin/Honkomp to approve the minutes of the Nov. 13, 2017 meeting.

**Treasurer's Report:**

Income:

UPB - Interest 8.47

Expenses:

Country Pride - Rope clip for weed harvester 3.83

Sid Ewert - Weed harvester storage 200.00

Citizen Publishing - Thin ice ads 160.40

Ending Balance: \$10,659.74

Savings Balance: 22,025.19

M/S/P Peterson/James to approve the Treasurer's Report.

**Trail:**

- Bargen completed the crack sealing and submitted a bill in the amount of \$5,300.

**Aeration:**

- Jason received the aeration permit and has completed the required paperwork.
- The thin ice ads ran in the Observer for two weeks, Nov. 22<sup>nd</sup> and 29<sup>th</sup>. Jim clipped the ads to send to the DNR.
- There is a 60-day window in which to start the aeration system before more ads have to run.
- The thin ice signs will be put out after the first of the year. Rich Gisch is going to ask for the Sportsmen's Club help.

**Fishing Pier:**

- M/S/P Bucklin/Haberman to purchase a Handyman Jack for up to a maximum of \$200 to replace the old one.
- Jason H. is going to deliver the wood for benches on the fishing pier to the city.

**Other Old Business:**

- Garbage cans to be placed by the dam will be ordered soon.
- The city engineer and Rick Oeltjenbruns looked at the beach and decided where fill will be added for the benches and fire pit.
- Dave Bucklin cut down and removed the tree that was blocking the trail on the island.

**New Business:**

- Dave Bucklin brought an application for an Invasive Species Grant from the State of Minnesota. We will apply for \$20,000 for the harvester replacement fund and \$10,000 for operating funds. Wendy will complete the application and bring it to the City Council for approval.

Meeting adjourned at 7:05 p.m.

Respectfully submitted,

Jean Haberman,  
Secretary

**doug bristol**

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**From:**  
**Sent:** Tuesday, February 13, 2018 5:25 PM  
**To:** dbristol@mountainlakemn.com

Jan. 23rd ,2018

Present : Sue G., Brian L., Dana K ., Doug B.,Chuck W., Garrett W., Norm K.

Dec. calls 160 . Up because of another TZD wave. 1278 total calls for 2017.

Zuercher is currently on a GEO map system . Jason P. wants to switch to a full GPS system . He says the money is available , it would be a minimal cost to us . Will aid in officers locating each other . Will still be on the Zuercher system .

No serious inquiries on the old squad . May put it back on the Web .

Respectfully submitted ,

Norm K .

2016 Squad 42,000

2017 5,000

REGULAR MEETING  
ECONOMIC DEVELOPMENT AUTHORITY  
JANUARY 12, 2018  
12:00 NOON

PRESENT: Vern Peterson, Mike Nelson, Brian Harder, Darla Kruser, Jerry Haberman, Steve Syverson.  
Dean Janzen, Clara Johnson and Brad Hanson, Advisors.

ABSENT: Mark Hanson

STAFF PRESENT: Rob Anderson and Tabitha Garloff

CITY ADMINISTRATOR: Wendy Meyer

GUEST: Cheryl Hiebert, Observer/Advocate and Chuck Stevensen, United Prairie Bank

1. Call to Order. Vern called the meeting to order at 12:08 p.m.
2. Motion to Approve Consent Agenda. Motion made and seconded by Steve and Darla to approve the consent agenda. Carried.
3. Election of 2018 Officers. Motion made and seconded by Brian and Mike to leave officers as is. Carried. President: Mark Hanson, Vice President: Vern Peterson and Secretary: Tabitha Garloff.
4. 2017 Work Plan Year End Report. Rob reviewed the 2017 Work Plan. Motion made and seconded by Mike and Steve to approve the 2017 Work Plan Year End Report. Carried.
  - Vern asked about the quality of internet service provided by Frontier Communications. Brian stated that there has been some issues but for the most part service is good.
  - A motion was made and seconded by Vern and Steve to add Darla to the Chamber Social Media Committee. Carried.
  - Mike asked when we would hear the findings of the determination from New Heights Hospitality, LLC. Timeframe is not known.
5. Ratify December 22<sup>nd</sup> Email Vote Replacing 2 Furnaces (Apts. 1625 & 1024, \$4,878.90). 5 "yes" votes were received and did not receive votes from Darla or Mike. A motion was made and seconded by Brian and Jerry to approve the Email Vote from December 22<sup>nd</sup> regarding replacing the 2 furnaces.
6. TIF District 1-8, Economic Development District No. 2 (Downtown Redevelopment Project).
  - a. Sanford Lease Proposal. Rob stated he has made 3 attempts to contact Sanford in regards to a lease amount with no response. Rob stated that it is possibly time to move forward with another plan. Vern asked if Rob had talked to the Administrator. Rob stated that Josh has said he did not have any decision making authority. Rob stated the 2<sup>nd</sup> issue is the clock is ticking and time is running out and bids need to be in by spring to stay on schedule. Vern stated the other issue is the continued rise in price of building materials due to the hurricanes and other natural disasters. Mike suggested giving Sanford a deadline for a decision. Jerry suggested building the building and making all apartments. Steve stated correspondence needs to be done through email so there is written documentation of discussions and that the end of January would be a fair deadline. It was suggested to have Rob reach out to Mayo and Avera Health Systems to see if they had any interest. It was decided to have Rob reach out to Sanford first with a deadline. Brad stated that the EDA is under a timeframe and doesn't want to risk it becoming residential property and in order to sell the bonds cash flow is needed and

21 2



apartments would show cash flow. If the deadline is missed benefits would be lost. Rob will report at next meeting time left in TIF. At this time Rob is going to wait to reach out to others until Sanford gives an answer.

- b. Other.
7. Mt. Lake Commercial Park. The soil testing came back with issues for the lot Dollar General was going to build on owned by Jerry Haberman. Dollar General contacted Rob with interest in a lot within the commercial park. Dollar General is aware of the covenant Casey's has within the commercial park for alcohol and cigarettes and asked if Casey's would waive that to allow Dollar General to sell alcohol and cigarettes. Rob contacted Casey's and they would allow Dollar General to sell alcohol but not cigarettes. Dollar General did not indicate if that would be a deal breaker or not. Dollar General stated they like the location and the benefits of building in the commercial park. Brad asked if the EDA could offer Dollar General a lot in Jenny's subdivision. Rod stated that was the first lot they were offered.
8. Mt. Lake Apartments update from Rob. Southwest MN Housing Partnership is working on the feasibility study. SWMNHP has stated there are some red flags. The USDA Programs that the EDA was offered are no longer available due to lack of funds. Rob stated that the EDA could possibly borrow the funds from a bank. Rob has talked with Chuck Stevensen from United Prairie Bank. A long term low interest fixed rate loan with 100% financing would be needed. The USDA has a current loan that would need to stay in place to keep low income housing. The fix up loan funds are still available to make the necessary repairs. Steve asked if the USDA loan would be subordinate. Rob stated yes and the EDA would assume the loan. Once the current loan is paid off the subsidized rent is done. The asking price is \$606,000. The clock is ticking and time is running out, the deadline is March 15, 2018. If the property is purchased by a private party the subsidized rental assistance is gone.
9. Welcome Sign. Funds in the amount of \$30,000 are earmarked and available for the welcome sign project. It was suggested that 2 EDA board members be on the Welcome Sign Committee. Motion was made and seconded to add Brian and Mike to the Sign Committee. Carried.
10. General Discussion.
  - a. Watkin's Property Demo.
  - b. Heritage Estates Units/Some Tenants keeping in unsanitary conditions. This was skipped, will address at next board meeting.

Maintenance Contract Proposal. Hall's Handy Heating & Cooling, LLC. John Hall put together a maintenance contract for Heritage Estates & Mason Manor to assure that the furnaces and cooling units are being inspected and maintenance done on an annual/bi-annual basis for the safety of the renters. There would be benefits to putting a contract in place. Brad suggested the EDA look into Minnesota Energy's Program. Tabitha is going to compile the information and cost for the board will review at the next meeting. Tabled until next meeting.
  - c. Next Regular Board Meeting is February 9, 2018.
  - d. Other Business. Jerry discussed the J-Turn's and his concerns with traffic flow and access of large farm equipment. Jerry stated the width of the J-Turns is not able to accommodate farm equipment. It was stated that with J-Turns there will potentially be a rise in accidents but no fatalities. Jerry also voiced his concern on how the J-Turns work. Using J-Turn requires a driver to go approximately 750 feet past the turn to use the exit. It was stated that there is still concern with the County Road 1 and Highway 60 Intersection. A

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3



motion was made by Jerry and Brian to oppose all three of the J-Turns and submit a letter to the City Council. Carried.

11. Adjourn. Vice President Peterson adjourned the meeting at 1:30 p.m.

23 4

**DRAFT  
Findings of Fact**

**Split/Subdivision of  
Parcel Identification Number (PIN) 22.610.0650  
That part of Lot 18, Prince's Outlots  
City of Mountain Lake**

**Variance from Setback  
Parcel Identification Number (PIN) 22.610.0560 North Division  
that part of Lot 18, Prince's Outlots  
City of Mountain Lake**

**FACTS**

1. Curt and Blake Feil are the owners of PIN 22.610.0650 (hereafter 'the Parcel').
2. Marilyn Pederson has reached agreement with the Feil's to purchase the approximately north half of the Parcel.
3. A petition to grant a split/subdivision of the Parcel and transfer the north half of the parcel has been filed by Marilyn Pederson in accordance with Section 10.10 Subdivision 6 of Mt. Lake City Code.
4. A public hearing was held at 5:30 p.m. on Monday January 29, 2018 before the Mountain Lake Planning and Zoning Commission in the Council Chambers, City Hall, 930 Third Avenue, Mountain Lake, Minnesota, who received and considered all evidence brought before them.
5. A notice of the public hearing was published in the January 17, 2018 Mt. Lake Observer/Butterfield Advocate. A notice was mailed to adjacent property owners on January 19 as required by *Section 10.10 Subdivision 6 of Mountain Lake City Code*.
6. The Parcel is currently zoned Residential (R).
7. The Parcel is bounded by Fourth Avenue on the north, Fifteenth Street on the east, and Third Avenue on the south.
8. The approximate north half of the Parcel abuts PIN 22.610.0630 which is owned by Pederson.

9. A house, a permitted use, as found in *Chapter 9, Section 1, Subdivision 2 of Mt. Lake City Code* is located on PIN 22.610.0630.
10. The north and south parcels are corner lots. Therefore the north parcel must meet front yard setbacks on its north and east sides; the south parcel must meet front yard setbacks on its south and east sides.
11. Following the split/subdivision the north parcel's east and west property lines will be approximately 135' in length; the north property line will be approximately 105' in length, and the south property line approximately 90' in length. The lengths exceed the 75' lot width as required in *Ch. 9 Section 11, Subdivision 5 of Mt. Lake City Code*.
12. Following the split/subdivision the south parcel's east and west property lines will be approximately 160' in length, and the north and south property lines will be approximately 90' in length. The lengths exceed the 75' lot width as required in *Chapter 9 Section 11, Subdivision 5 of Mt. Lake City Code*.
13. The approximate areas of the north parcel and south parcel will be 13,000 and 14,000 square feet, respectively. Both exceed the 7,500 square foot requirement minimum lot size as found in *Chapter 9, Section 11, Section 5 of Mt. Lake City Code*.
14. There are no permitted uses currently on the north parcel. A 20' by 16' storage building, an accessory use as found in *Chapter 9, Section 11, Subdivision 4 of Mt. Lake City Code*. Pederson will be required to combine the north parcel with PIN 22.610.0630.
15. Pederson is purchasing the north parcel in part due to her desire to own the 16' by 20' storage building.
16. The storage building is approximately 5' from the north parcel's south property line.
17. The north parcel does not meet the required side yard setback of 10% up to 10 ft. as found in *Chapter 9, Section 11, Subdivision 5 of Mt. Lake City Code*.
18. The south parcel to be retained by the Feil's contains a house, a permitted use as found in *Chapter 9 Section 11 Subdivision 2 of Mt. Lake City Code*; a 20' by 25' accessory building and concrete garage footing approximately 30' by 26' not including approach, accessory uses as found in *Chapter 9, Section 9.11, Subdivision 4 of Mt. Lake City Code*. There is no garage on the footing.
19. It is the Feil's desire to continue ownership of the concrete garage footing and approach.



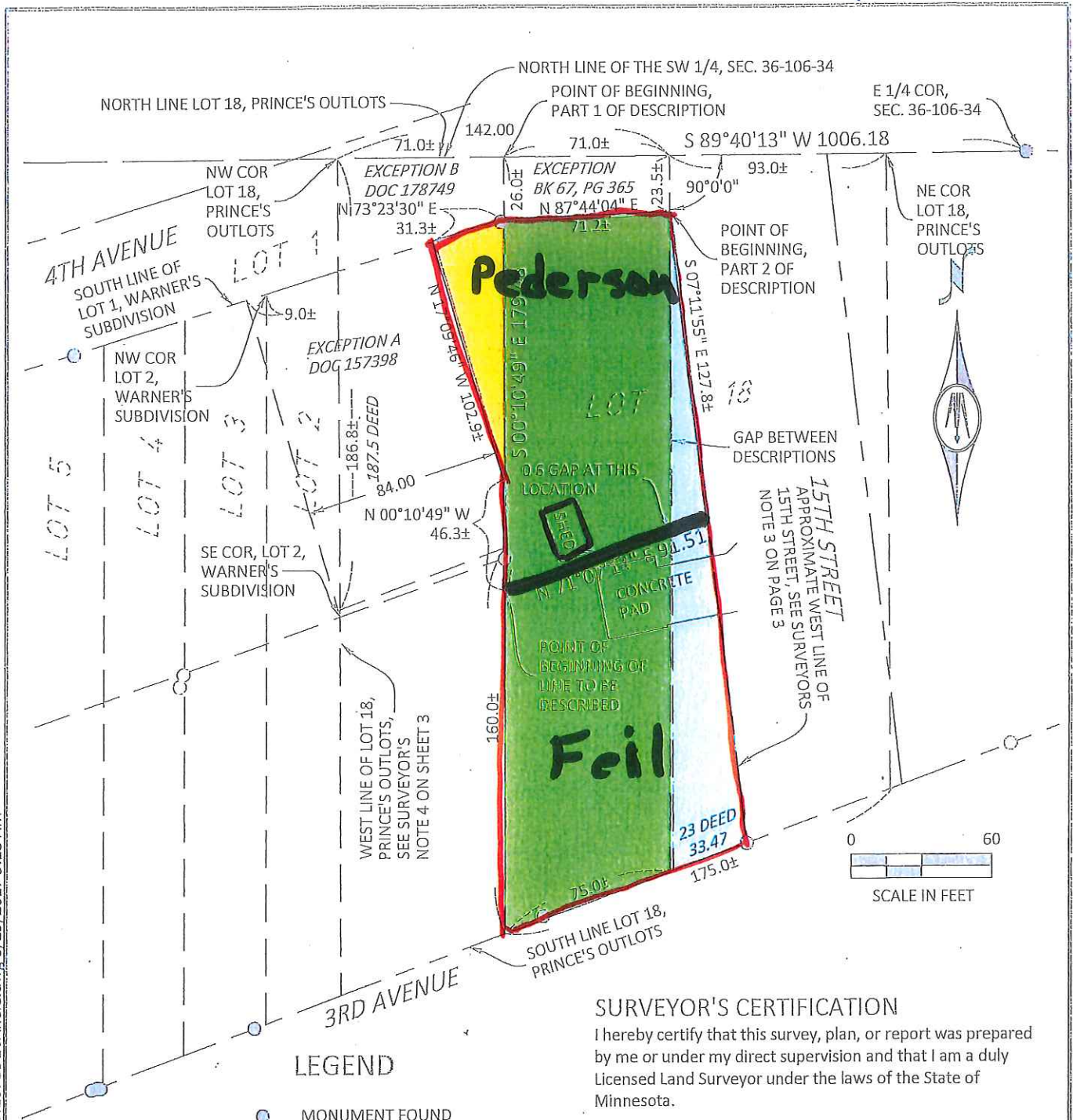
20. The garage footing is approximately 5' from the south parcel's north property line.
21. The City of Mt. Lake does not require a cement pad to meet residential setbacks as found in *Chapter 9, Section 11, Subdivision 5* of Mt. Lake City Code.
22. The Feils will be required to submit a variance petition as required by Chapter 9, Section 9.70, Subdivision 2D if they someday determine they desire to construct a garage on the footing.
23. The location and arrangement of the two accessory buildings and concrete slab on the Parcel and the desire of the two owners to own the accessory buildings as stated above prevent compliance with the side yard setback.
24. *Section 10.10 Subdivision 1 of Mt. Lake City Code* allows the council to grant a subdivision petition variance if three conditions exist.
25. The Commission finds that special circumstances exist. The house was constructed on the south end of the property in 1928. The property would meet code if divided into three lots today. The accessory buildings were constructed as needed. The Parcel was owned by one owner for many years and recently changed ownership. The current owners have no interest in the largely empty north half of the Parcel. The previous owner had no interest in dividing the property.
26. The Commission finds that the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner. Pederson needs additional storage and is attracted to the unique appearance and character of the 16 ft. by 20 ft. storage building that is located on what will be the north parcel, her property.
27. The Commission finds that granting the variance will not be detrimental to the public welfare or injurious to other property in the area in which said property is situated. The north parcel accessory building, the 16 ft. by 20 ft. storage building was intended for storage and will continue to be used for that purpose only by Pederson. The new owners will be the only person regularly entering and exiting the storage building. The storage building will be accessed from Pederson's property on the west side of the new north parcel. The storage building cannot and will not be accessed from the surrounding streets. The Parcel is bounded on three sides by streets. The Fourth Avenue/Fifteenth Street intersection is open. The property on the east side of Fifteenth Street is owned by the City of Mt. Lake and the water tower is located there.
28. Following a review of *Section 10.10 Subdivision 1 of Mt. Lake City Code* the Mt. Lake Planning and Zoning Commission recommended that a subdivision variance petition be submitted and that the City Council grant the variance.



29. The split/subdivision and transfer, and variance will not affect or in any way change access to public streets and utilities.
30. The split/subdivision and transfer and variance will not lessen the parcels' current ability to comply with the requirements of *Section 9.50 General Requirements, Subdivision 4 Parking and Loading Requirements* and *Section 9.56 Performance Standards of Mt. Lake City Code*.
31. No oral or written comments either in support of or in opposition to the petition to split the property were received prior to the public hearing. No one appeared at the meeting to speak either in support of or in opposition to the split request.
32. After a review of all evidence brought before them the Planning and Zoning Commission recommended following the public hearing that the petitioners also petition for a variance from the requirements of Section 9.11 Subdivision 5 and that the Mt. Lake Council approve the variance and the split.
33. Following the Planning and Zoning Commission meeting on January 29, 2018 Marilyn Pederson did file a petition seeking a variance as found in Section 10.20 Subdivision 1 from side yard setbacks.
34. A public hearing to consider the variance petition was held at 6:40 p.m. on Tuesday February 27, 2018 before the City of Mountain Lake City Council in the Council Chambers, City Hall, 930 Third Avenue, Mountain Lake, Minnesota, who received and considered all evidence brought before them regarding both the variance and the split.
35. A notice of the public hearing to consider the variance petition was published in the February 14, 2018 Mt. Lake Observer/Butterfield Advocate. A notice of the public hearing to consider the variance petition was mailed to adjacent property owners on February as required by *Section 9.70 Subdivision 2 of Mountain Lake City Code*.
36. No oral or written comments either in favor of or in opposition to the variance petition were received prior to the public hearing. No one appeared at the hearing to speak either in favor or against the request.
37. After a review of all evidence brought before them the City Council of the City of Mt. Lake did approve the variance from side yard setbacks, and the split of Parcel Number 22.610.0650.

22.610.0650

current parcel  
new boundary



**SURVEYOR'S CERTIFICATION**

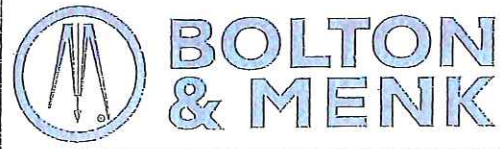
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Jesse D. Zeig  
License Number 44996  
Date: 08/28/2017

SHEET 1 OF 3

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SKETCH OF DESCRIPTION  
CITY OF MOUNTAIN LAKE, COTTONWOOD COUNTY, MINNESOTA



1243 CEDAR STREET NE  
SLEEPY EYE, MINNESOTA 56085  
(507) 794-5541

PT OF LOT 18, PRINCE'S OUTLOTS

FOR: MARILYN PEDERSON

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H:\PEDERSMA\_PR\1114207\CAD\C3D\114207BD1 Janele.dwg 8/29/2017 9:18 AM

SEC. 33-106-34(41)

**CITY OF MOUNTAIN LAKE, MN**

**RESOLUTION # 4-18**

**RESOLUTION TO APPROVE A VARIANCE FROM  
SETBACK REGULATIONS**

Parcel Identification Number (PIN) 22.610.0650  
North Division, that part of Lot 18  
Prince's Outlots  
City of Mountain Lake.

WHEREAS, the Planning and Zoning Commission of the City of Mountain Lake, Minnesota considered a Request for a Variance from side yard setbacks for the approximate north half of PIN 22.610.0650, that part of Lot 18, Prince's Outlots; and

WHEREAS, the Planning and Zoning Commission following a review of the matter recommended the granting of the Variance; and

WHEREAS, the City Council acting as the Board of Adjustment shall always act with due consideration to promote the public health, safety, convenience, and welfare, and assures that the proposal is consistent with the intent and purpose of Chapter 9 of the City Code; and

WHEREAS, the City Council acting as the Board of Adjustment has reviewed and accepted the findings of fact and conditions for the Variance from Setback Regulations on for the approximate north half of Parcel Number; 22.162.0070, that part of Lot 18 Prince's Outlots.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain Lake, Minnesota that the Variance from Setback Regulations on the approximate north half of Parcel Number 22.610.0650 that part of Lot 18, Prince's Outlots is hereby approved and the Mayor and City Administrator/Clerk are authorized to sign.

Adopted this 27th day of February 2018.

\_\_\_\_\_  
Mike Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Meyer, Administrator/Clerk

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MOUNTAIN LAKE CITY COUNCIL

A RESOLUTION TO APPROVE THE SUBDIVISION OF  
PARCEL IDENTIFICATION NUMBER 22.610.0650  
PART OF LOT 18 PRINCE'S OUTLOTS

RESOLUTION # 3-18

WHEREAS, the City Council and the Planning and Zoning Commission of the City of Mountain Lake, Minnesota has reviewed and recommended the approval of the subdivision of PIN 22.610.0650, a part of Lot 18, of Prince's Outlots;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain Lake, Minnesota that the subdivision of a part of Lot 18 of Prince's Outlots is hereby approved and the Mayor and the City Administrator/Clerk are authorized to sign.

Adopted this 27<sup>th</sup> day of February 2018.

\_\_\_\_\_  
Mike Nelson, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Meyer, City Administrator/Clerk

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# HOMETOWN

## SANITATION SERVICES LLC

Windom Office: 1041 3rd Avenue • PO Box 68 • Windom, MN 56101 • Phone: 507-832-8946  
Fairmont Office: 1031 Fairview Avenue • Fairmont, MN 56031 • Phone: 507-235-5665

February 27, 2018

To: Wendy Meyer & Mountain Lake City Council Members  
Re: City of Mountain Lake – Annual Check-in

Dear Wendy & Council Members,

Thank you all for making time for me tonight, as we discuss services rendered by Hometown Sanitation.

Before we get started, are there any immediate issues or questions from the Council?

### **Hometown & City of Mountain Lake Relationship:**

As far as the Hometown side of our relationship, we are very pleased with how things went in 2017. The blue-lid experiment (as you may know, Mountain Lake is our only 'blue lid' city) has gone quite well. Year after year, we receive fewer calls from city residents, which we hope means that everything is going well from a resident perspective as well. As you likely know, Mountain Lake was one of the first communities to put their trust in us way back in 2010. We hope we have not let you down.

### **City-Wide Cleanup Update:**

Beyond the regular service, we have the annual Mountain Lake City-Wide Cleanup scheduled for May 5, 2018. This is the last year under the current contract, signed in 2016.

We would love to discuss a new contract with you at a later meeting, if you are so inclined. Alternatively, if you would like to extend the existing contract under similar terms (a \$5/ton increase annually, beginning at \$140/ton in 2019), we'd be open to that as well. Other terms of the contract would remain unchanged (1<sup>st</sup> Saturday in May, fuel adjustment for fuel over \$4/gallon, City pays disposal costs, etc).

### **Residential Contract Prices – 2018:**

The residential contract extension, also signed in 2016, calls for a 2.5% rate increase to base prices. New prices are found below:

The existing & new pre-tax standard (paper bill, non-senior citizen) monthly prices are:

35 GALLON ALT WK:	\$9.58 ----- NEW PRICE = \$9.82
35 GALLON 1X/WK:	\$12.85 ---- NEW PRICE = \$13.17
65 GALLON 1X/WK:	\$15.10 ---- NEW PRICE = \$15.48
95 GALLON 1X/WK:	\$17.33 ---- NEW PRICE = \$17.76

Remember, autopay customers save .50/month. Senior Citizens save \$1/month. These prices will start April 1<sup>st</sup> and be implemented according to customer billing cycle.

### **Conclusion**

We want to thank you again for your continued patronage, and for supporting local business. We are very proud to be part of this community, and look forward to many more years serving you.

Are there any questions?

Sincerely,



Mike Johnson, General Manager  
Hometown Sanitation Services  
1041 3<sup>rd</sup> Avenue – Windom

## SOLID WASTE SERVICES CONTRACT

THIS CONTRACT is made commencing the 1st day of April 2013, by and between the City of Mountain Lake, MN, hereinafter referred to as "City," and Hometown Sanitation Services, Inc., hereinafter referred to as "Contractor."

WHEREAS, Contractor has been awarded the contract for solid waste services for the City for April 1, 2013 through March 31, 2016.

WHEREAS, the following sets forth the parties' responsibilities;

### ***NOW, THEREFORE, IT IS AGREED:***

1. All previous contracts or agreements between the parties relating to solid waste services are hereby declared to be null and void and of no further affect.
2. The City hereby grants to the Contractor the exclusive right to pick up solid waste from all residences located within the City, and the Contractor agrees to provide such solid waste collection service subject to the terms and conditions of this agreement. The term "solid waste" as used in this agreement shall not include demolition debris resulting from the demolition of buildings, roads or other structures.
3. The Contractor acknowledges and agrees to abide by all city ordinances regulating solid waste as well as all state and/or federal statutes, rules or regulations. Contractor shall be properly licensed, bonded and insured in compliance with all city ordinances as well as state and/or federal statutes, rules or regulations and shall show proof thereof to the City. Limits of said performance bond shall be as agreed upon by the parties. Contractor will at all times during the term of this agreement carry the following insurance coverage:
  - A. Comprehensive General Liability Insurance covering bodily injury liability and property damage liability with a combined single limit of not less than one million dollars.
  - B. Automobile Liability Insurance covering all vehicles for bodily injury liability and property damage liability with a combined single limit of not less than one million dollars.
  - C. Workers Compensation Insurance as required by law.

Contractor will file with the City a certificate of insurance setting forth compliance with these requirements prior to commencing performance under this agreement.



4. The Contractor agrees not to subcontract, lease, assign or otherwise convey any interest or right under this contract, whether voluntarily or by operation of law, without the prior written consent of the City.
5. The Contractor shall provide an adequate number of enclosed vehicles to collect and haul all solid waste to be hauled pursuant to this contract. Vehicles shall be so constructed that no portion of the solid waste so collected will leak out or be blown from any vehicle used to perform this contract.
6. This three-year contract shall commence effective April 1, 2013, and shall continue until March 31, 2016. Thereafter, the contract shall automatically renew for one year extensions, with like terms and conditions unless either party gives written notice (90) days prior to the expiration of any annual renewal term or unless terminated sooner pursuant to paragraph 14 below.
7. Contractor agrees to service all residences within city limits. Contractor agrees to provide solid waste collection for solid waste generated by the City offices and departments and solid waste generated during Pow Wow Celebration, with the exception of the campground, free of charge. City agrees that it will not separately contract with any other person or entity to provide such services during the term of this agreement, provided however, that the parties agree that this contract does not cover collection of electronics and appliances and the collection and disposal of recyclables from either residential or commercial areas, and the rental of dumpsters or roll-off containers. The Contractor will have no exclusive right or obligation to pick up and dispose of electronics, appliances or recyclables or to rent dumpsters or roll-off containers under this contract.
8. The Contractor shall pick up solid waste at the residences one time per week. The hours of operation shall be as follows:
 

6:00 a.m. - 6:00 p.m.
9. All solid waste, upon being removed from the premises where produced or accumulated, shall become the property of the Contractor. The Contractor shall dispose of same in a proper manner as designated in the Cottonwood County Solid Waste plan. The Contractor shall hold the City harmless from any and all claims or causes of action with regard to disposal of the solid waste collected from the city. The contractor will haul all garbage and refuse picked up in the City of Mt. Lake to the Cottonwood County Landfill.
10. The parties acknowledge the state has now mandated "volume based" charges for solid waste disposal. The Contractor agrees to bill every residential customer who has selected garbage cart service a service fee based on the cart size selected. The pre-tax cart service fees are:

	<b>Base Price</b>
<b>1. Autopay:</b>	
35 gallon	\$11.54
65 gallon	\$13.64

95 gallon \$15.74

**2. Paper Bill:**

35 gallon \$12.06

65 gallon \$14.16

95 gallon \$16.26

**3. Sr. Citizen Autopay:**

35 gallon \$10.49

65 gallon \$12.59

95 gallon \$14.69

**4. Sr. Citizen Paper Bill:**

35 gallon \$11.01

65 gallon \$13.11

95 gallon \$15.21

**5. Alternative 35 gallon every other week tub:**

**Base Price**

**1. Autopay:**

35 gallon \$8.49

**2. Paper Bill:**

35 gallon \$8.99

**3. Sr. Citizen Autopay:**

35 gallon \$7.49

**4. Sr. Citizen Paper Bill:**

35 gallon \$7.99

**6. City Campground dumpster: \$120 per month**

11. Hometown Sanitation's 30 and 20 gallon bags and stickers previously available for purchase at Mountain Lake businesses are eliminated effective April 1, 2013. After such date, all solid waste removed by the contractor must be in a contractor-provided garbage cart.

12. Contractor may raise container rates up to 2.5% or the CPI, whichever is less, each in year two and year three of the contract.

13. To the extent a residential customer fails to pay the Contractor the cart service fee, the Contractor shall terminate cart service to that residence unless and until requested to do so by the City.

14. All of the terms and conditions of this contract are considered to be material and, should the Contractor fail to perform any of its obligations hereunder or comply with any terms or conditions hereof, the City shall have the right to terminate this contract upon the mailing of written notice to the Contractor indicating the default or nonperformance and, further, upon the Contractor's failure to remedy said violation within thirty (30) days after receipt of said notice.

Hometown Sanitation Services, Inc.

By: Tom M. [Signature]

Its: Partner

City of Mountain Lake

By: [Signature]  
Its Mayor

Attest: [Signature]  
Its City Administrator



**AMENDMENT TO CONTRACT – EXTENSION OF TERM**

THIS IS AN AMENDMENT to the “Solid Waste Services Contract” (the “Contract”) by and between the CITY OF MOUNTAIN LAKE, a political subdivision of the State of Minnesota, (the “City”) and HOMETOWN SANITATION SERVICES LLC, a Minnesota Corporation, 1041 3<sup>rd</sup> Avenue, Windom MN 56101 (“Contractor”).

**RECITALS OF FACT.**

- I. The City and Contractor entered into the Contract on April 1, 2013.
- II. The parties now wish to amend the Contract.

NOW THEREFORE, in consideration of the mutual covenants set out in this Amendment, the parties agree as follows:

- I. **Extension of Term.** Paragraph 6 of the Contract is amended by replacing the date “March 31, 2016” with the new date “March 31, 2021.”
- II. **The following are current rates which shall continue for 2016:**

BOTTOM LINE PRICES (inc. Tax)	35 Gallon Alternate Week		35 Gallon Weekly Svc		65 Gallon Weekly Svc		95 Gallon Weekly Svc	
	Base	Quarterly	Base	Quarterly	Base	Quarterly	Base	Quarterly
EFT Quarterly	\$9.76	\$29.27	\$13.27	\$39.81	\$15.66	\$46.98	\$18.06	\$54.19
Paper Quarterly	\$10.26	\$30.78	\$13.77	\$41.29	\$16.16	\$48.50	\$18.56	\$55.68
SENIORS								
EFT Quarterly	\$8.76	\$26.27	\$12.27	\$36.81	\$14.66	\$43.99	\$17.06	\$51.17
Paper Quarterly	\$9.26	\$27.79	\$12.77	\$38.29	\$15.16	\$45.50	\$17.56	\$52.68

**City Campground dumpster:** \$120 per month

- III. **Price Adjustment Beginning in 2017:** Paragraph 12 of the Contract is amended by addition of the following sentences: "There will be no price increases in 2016. Beginning on April 1, 2017, the price shall be increased by 2.5% annually." City will be notified of the new rates one month prior to their effective date.
- IV. **Diesel Price Adjustments.** A new Paragraph 12-A is added to the Contract, containing the following text:

*Fuel Charges.* In the event that diesel fuel prices decrease to less than \$1 per gallon, or increase to over \$5 per gallon, the price shall be adjusted quarterly to reflect changes in the cost of fuel as follows:

Price Per Gallon	Monthly Payment Adjustment
Less than \$1.00	3% Decrease to Monthly Fee
\$5.00 to \$5.99	3% Increase to Monthly Fee
\$6.00 to \$6.99	6% Increase to Monthly Fee
\$7.00 to \$7.99	9% Increase to Monthly Fee

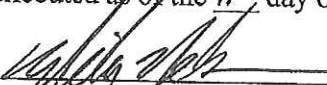
If diesel prices increase above \$8 Per Gallon, an additional 3% increase will be added for each \$1.00 increase, consistent with the adjustments in the above table.

Diesel price per gallon will be determined by calculating the average price of diesel fuel at Mt. Lake gas stations in the week preceding the beginning of each Quarter. Any such adjustment must be communicated in writing to the City by Contractor one month prior to the effective date, and must include specific details of the calculation.


- V. **Landfill Provision.** This amendment assumes no changes in disposal fees at the Cottonwood County Landfill. If changes in fees arise, Contractor reserves the right to re-negotiate with the City of Mountain Lake.

ALL OTHER TERMS OF THE CONTRACT REMAIN THE SAME.

IN WITNESS WHEREOF, the <sup>City</sup> ~~County~~ and Contractor have caused this Amendment to be executed as of the 11<sup>th</sup> day of March, 2016.

  
Mayor Mike Nelson  
City of Mountain Lake

3/17/16  
Date

  
Mike Johnson  
General Manager, Hometown

3-11-16  
Date

  
City Administrator

3-17-16  
Date



**SOLID WASTE SERVICES CONTRACT  
CITY-WIDE CLEANUP**

THIS CONTRACT is made commencing the 1st day of April 2016, by and between the City of Mountain Lake, MN, hereinafter referred to as "City," and Hometown Sanitation Services, LLC., hereinafter referred to as "Contractor."

WHEREAS, Contractor has been awarded the contract for city-wide clean-up for the City for 2016 through 2018.

WHEREAS, the following sets forth the dates and compensation for such service.

***NOW, THEREFORE, IT IS AGREED:***

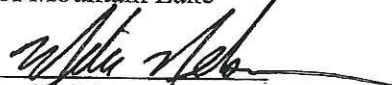
1. Contractor shall provide services for city-wide clean-up on the following dates:  
May 7, 2016, May 6, 2017 and May 5, 2018.
2. Such services shall not include pick up of household hazardous waste, appliances, electronics, tires, recyclables, light bulbs, and demolition and construction debris. Hometown defines "City-Wide Cleanup" to include only the items that the Cottonwood County Landfill accepts as standard garbage. Mattresses, or any other item that the County deems unacceptable for burial at the landfill, will NOT be included within the scope of our services. We will do our best to communicate any issues that arise on this front, and work with you to find a solution. Any services offered regarding mattresses, or other no items no longer accepted, would *not* be included in the price quotes listed under either option.
3. Compensation to Contractor shall be \$125 per ton in 2016, \$130 per ton in 2017, and \$135 per ton in 2018. If fuel is under \$4.00 per gallon in Mountain Lake on the day of the service, the rate will be as listed in the proposal. If fuel is between \$4.00 and \$4.99 per gallon, the per ton rate would increase by \$5/ton. If fuel is \$5.00-\$5.99 per gallon, the per ton rate would increase by \$10/ton, and so forth. Should the Cottonwood County Landfill make other changes, specifically-but not limited to, changes in rate or other terms, Hometown reserves the right to renegotiate the terms of this contract with new, updated terms.

Hometown Sanitation Services, Inc. LLC

By: 

Its: General Manager

City of Mountain Lake

By:   
Its Mayor

Attest:   
Its City Administrator

CITY OF MOUNTAIN LAKE  
MOUNTAIN LAKE VOLUNTEER FIRE DEPARTMENT  
MOUNTAIN LAKE, MINNESOTA 56159

THIS AGREEMENT is made and entered into this **1ST day of April 2018** by and between the City of Mountain Lake, Minnesota, a Municipal Corporation of Cottonwood County, party of the first part, and the Town (Township) of **LAKESIDE** of Cottonwood County, Minnesota, party of the second part.

WHEREAS, the second party deeming it advisable to have available for the benefit of the residents of said town, services of the first party's fire fund for the furnishing of such services, and

WHEREAS, the first party agrees to supply said **LAKESIDE TOWNSHIP** with adequate fire protection, including such equipment as deemed necessary to carry out and render all assistance possible in saving lives and property;

NOW, THEREFORE, IT IS mutually agreed between parties hereto, that for a period of four years from and after the date hereof, the Fire Department of the first party will answer any and all fire calls of the residents in sections **Numbered 1,2,3,10,11,12,13,14,15,N1/2 22, N1/2 23,24**. The first party will respond to such calls with suitable fire-fighting and rescue apparatus manned by at least eight (8) members of the Mountain Lake Fire Department, who will render all assistance possible in the saving of life and property. In consideration of said services, the second party agrees to pay as follows:

Fire Protection Fee: \$330.00 per section per year on the above **eleven (11)** sections for a total of **\$3630.00**. It is understood that portions of these payments, as may be determined by the first party, from time to time will be applied toward Mountain Lake Firemen's Relief Association and operation of the department. **A bill will be sent annually as per the following schedule**

	Yearly Operation & Maintenance \$175 per section	Yearly Equipment Fund \$155 per section
2018	\$1925.00	\$1705.00
2019	\$1925.00	\$1705.00
2020	\$1925.00	\$1705.00
2021	\$1925.00	\$1705.00
2022	\$1925.00	\$1705.00



It is understood and agreed by the parties that at times weather and road conditions throughout the various seasons of the year will interfere in the rendering of such service. In the event that failure to furnish the services herein agreed upon is due to such weather and road conditions, such failure to furnish services shall not be taken to be a breach of this agreement.

It is further agreed that either party shall have the privilege of canceling this agreement with a written notice within 180 days.

Parties requesting and receiving fire services will be directly billed \$1000 by the City of Mountain Lake within 14 days of the fire service. Additionally, if the party receiving fire services did not request services but a fire or other situation exists, the party will be charged and billed by the fire department that provided service. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire charge not covered by a party's insurance remains a debt of the party receiving the fire service. Parties billed for fire service will have 45 days to pay. If the fire service charge is not paid by that time, it will be considered delinquent and the City will send a notice of delinquency. If the fire service charge remains unpaid for 30 days after this notice of delinquency is sent, the City will use all practical and reasonable legal means to collect the fire service charge, including assessing the fee as a lien on the real estate. The party receiving fire service shall be liable for all collection costs incurred by the City including, but not limited to, reasonable attorney fees and court costs.

False alarms will be billed the same as a fire call--\$1000.00

**CONTRACT DATE - APRIL 1, 2018 TO MARCH 31, 2022**

IN WITNESS WHEREOF, the respective parties have caused this instrument to be executed by the respective officers thereof and the respective seals of the parties to be affixed thereon.

CITY OF MOUNTAIN LAKE, A MUNICIPAL CORPORATION OF COTTONWOOD COUNTY, MINNESOTA

IN PRESENCE OF:

CITY OF MOUNTAIN LAKE,  
COTTONWOOD COUNTY, MINNESOTA

BY \_\_\_\_\_  
(Mayor)

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(City Clerk)

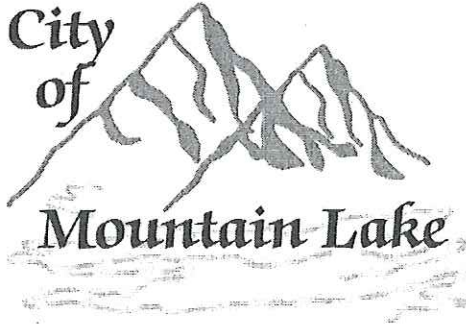
TOWNSHIP OF LAKESIDE

BY \_\_\_\_\_  
(Chairman)

---

(Clerk)

DRAFT



Drawer C  
Mountain Lake, Minnesota 56159  
(507) 427-2999 • Fax (507) 427-3327

The City of Mountain Lake is an equal opportunity employer and provider  
TTY Communications, MN Relay Serve at 7-1-1 or  
(800)627-3529

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February 28, 2018

Carson Township Board  
Laurie Bartsch, Clerk  
49474 343<sup>rd</sup> St.  
Windom, MN 56101

Ladies and Gentlemen;

The City Council of the City of Mt. Lake has directed that the letter below be sent to affected residents and landowners in Carson Township if the full fire protection service fee for 2016, 2017 and 2018 is not paid in full by July 1, 2018.

*Dear Resident:*

*As a resident of Carson Township Sections 1, 2, 3, 10, 11, 12, 13, 14, 15, 22, 23, 24, 25, 26, 27, 34, 35, 36 or the owner of property in those sections you receive fire protection services from the City of Mountain Lake Fire Department. Such service includes responding to any and all fire calls with suitable fire-fighting and rescue apparatus manned by at least eight (8) members of the Mountain Lake Fire Department, who will render all assistance possible in the saving of life and property.*

*The purpose of this letter is to inform you that your township board has not paid the full fire protection service fee (for 2016, 2017 and/or 2018). Under our contract for services, we reserve the right to discontinue fire protection services for non-payment. We view this as a last resort, and will not risk loss of life, but we may refuse service where property alone is at risk. You may want to check with your insurance agent if this would affect your property insurance coverage. You may want to contact your Township Board members to voice your concerns regarding fire protection services.*

Sincerely,

Tim Coners, Fire Chief

Mike Nelson, Mayor

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Jan. 13 - Feb 26

Plow snow

Haul snow

Blow back snow

Push back snow

Sanding streets

Clean sidewalks - City Hall, City Park, Library, Fire - AMB Hall,  
Old water plant, watertower, sidewalks across RR tracks on  
12<sup>th</sup> St, 10<sup>th</sup> St. Senior Citizens Center, EDA property, Memorial  
Park, City Shop

Set up grow warmer - 2 times

Dig and close grasses - 2 times

Clean cemetery roads - 2 times

Safety Meeting - 3 times

Emergency Management Meeting

Meet with David Brown Rep

New Blade prep

#16 repairs, oil leak, new water pump

Grease equipment

Wash equipment

Open road to Sportsman Club

Help with watermain breaks - 2 times

Open road to arrangers

Help with Library project

Set up and take down table and chairs for J-turn meeting

Tree meeting in Marketo

Clean and broom skating rink - multiple times

Commit Meeting prep

Clean Day Care parking lot



Guys took some days off - *comptime*  
I went on a short vacation  
Push up salt sand at salt sand shed  
Help with new door at Senior Citizens Center  
Put up barricades for SWAT Team

**DRAFT  
RESOLUTION #5-18**

**CITY OF MOUNTAIN LAKE, MN**

**A RESOLUTION TO APPOINT A CITY INSURANCE AGENT FOR  
THE YEARS 2018 THROUGH 2021**

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) requires cities to use the services of an agent to participate in the LMCIT property/casualty program; and

WHEREAS, the City Council has reviewed and considered the written materials from LMCIT discussing the agent's role and compensation in LMCIT; and

WHEREAS, the City Council on December 20, 1993 approved a three-year rotation among qualified insurance agents within the City of Mt. Lake for the Agent of Record for the City's property/casualty insurance; and

WHEREAS, United Prairie Insurance Agency has agreed that they are willing to provide to the city the services listed below under the terms and conditions listed below;

The City Council of the City of Mountain Lake, Minnesota resolves as follows:

**Appointment**

1. The City of Mountain Lake, Minnesota hereby appoints as its agent for purposes of the City's participation in the LMCIT property/casualty the United Prairie Insurance Agency effective April 1, 2018.
2. This appointment shall remain effective until March 31, 2021.

**Compensation**

3. As compensation for the services provided to the city as described in Paragraph 4 below, the agent will receive annually a fee equal to ten (10) percent of the annual premiums paid by the city to LMCIT for property, liability, and automotive coverages This fee shall be included in the amounts billed to the city by LMCIT and shall be paid to the agent by LMCIT on the city's behalf.

**Services**

4. The agent will perform the following services:

- a. Advise and assist the city in assembling and accurately reporting underwriting data, including updating property values, for rating purposes.
- b. Advise and assist the city in evaluating and selecting among coverage alternatives such as deductibles, limits, optional coverages, alternative coverage forms, etc.
- c. Review coverage documents and invoices to assure coverage has been correctly issued and billed.
- d. Advise the city on potential gaps or overlaps in coverages.
- e. Assist the city as requested in submitting claims and interpreting coverage as applied to claims.
- f. Review loss reports for correct reporting, appropriate reserves, etc.
- g. Assist as requested with safety and loss control activities.
- h. Assist the city in identifying risk exposures and developing appropriate strategies to address those exposures.

Adopted by the City Council of the City of Mountain Lake, Minnesota, on this 27th day of February 2018.

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Mayor

Attest:

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Clerk/Administrator



## Wendy Meyer

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**From:** CGMC Communications <CGMC\_Communications@flaherty-hood.com>  
**Sent:** Monday, February 19, 2018 2:33 PM  
**Subject:** Reminder: Book your hotel room for Legislative Action Day!

For those attending the Coalition of Greater Minnesota Cities' Legislative Action Day on Wednesday, March 14, I want to remind you that tomorrow (Feb. 20) is the last day to book a hotel room at the Best Western Plus Capitol Ridge under the CGMC's discounted rate (\$139+tax). There are currently still rooms available under the CGMC's block for the nights of March 13 and/or March 14. Call the hotel at 651-227-8711 to make a reservation.

And if you have not yet registered for Legislative Action Day, please do so by filling out the online registration form at [greatermncities.org/LAD2018](http://greatermncities.org/LAD2018). The full agenda and venue information can be found on this Legislative Action Day flyer. Please register by Feb. 28.

Legislative Action Day is always a great chance to learn about important legislative issues and share your city's needs and concerns with legislators. The 2018 Legislative Action Day schedule is as follows:

- 9:30 a.m. – Registration begins at the Best Western Plus Capitol Ridge
- 10:30 a.m. – Legislative update & message for legislators
- 12 p.m. – Lunch & panel discussion featuring all four legislative leaders: Senate Majority Leader Paul Gazelka, Senate Minority Leader Tom Bakk, House Speaker Kurt Daudt & House Minority Leader Melissa Hortman
- 1-4 p.m. – Lobby at the Capitol (*Reminder: attendees must make their own lobbying appointments*)
- 4 p.m. – Legislative reception at Mancini's
- 5 p.m. – Dinner with legislators at Mancini's

If you have any questions about Legislative Action Day, please contact me. Thank you!

**Julie L. Liew**  
**Media & Communications Director**  
Flaherty & Hood, P.A.  
525 Park Street, Suite 470  
St. Paul, MN 55103  
[jlliew@flaherty-hood.com](mailto:jlliew@flaherty-hood.com)  
Direct Phone: (651) 259-1917  
Fax: (651) 225-9088



# Share your city's stories as you advocate and make your voice heard at the Capitol during the 2018 Legislative Conference for Cities!

Come to St. Paul this March and join city officials from across the state as you discover how city priorities are faring during the 2018 legislative session and advocate for issues important to cities. Plus, have more time to network with colleagues on Wednesday and over lunch during the conference.

## LEE:

**\$99**

Lodging is not included in the fee.

### THURSDAY CONFERENCE LOCATION:

**Christ on Capitol Hill Lutheran Church, St. Paul**

New location for 2018! After selling out last year, the 2018 Legislative Conference is moving to a new location that is just one block from the Capitol.

**Note: Conference events held on Wednesday will be located at the League office and Capitol building.**

### QUESTIONS?

Contact Kate Brenna at (651) 281-1249 or (800) 925-1122, or [kbrenna@lmc.org](mailto:kbrenna@lmc.org)

### LODGING:

**Best Western Capitol Ridge**

161 St. Anthony Ave.  
St. Paul, MN 55103  
(651) 227-8711

*Special pricing is available for the League's room block the night of Wednesday, March 21. To receive the discounted rate, contact the hotel to make your reservation by March 1.*

## WEDNESDAY, MARCH 21 — PRE-CONFERENCE AGENDA

### NEW FOR 2018

**3:30 p.m.**

**Advocacy 101: How Things Get Done and Your Part in the Process**  
LOCATION: League of Minnesota Cities

**PRESENTERS:** *LMC Intergovernmental Relations (IGR) Staff and Policy Committee Members*  
Explore how League policies are decided each year and discover how you can help the League's lobbying efforts by getting involved in policy development and sharing your city's story with legislators, state agencies, the media, and the public.

**4:30 p.m.**

**State Capitol Tour**  
LOCATION: Capitol Information and Tour Center, State Capitol Building

Take a guided tour of the recently renovated State Capitol and get familiar with the layout of legislative offices and meeting rooms.

**5:30-7:30 p.m.** Legislative Reception

LOCATION: Rathskeller Cafe, State Capitol Building  
Mingle with legislators and network with your city colleagues and League staff at this cash bar reception on the eve of the conference.

## THURSDAY, MARCH 22 — CONFERENCE AGENDA

**8 a.m.** Registration Open

**8:30 a.m.** Update on City Legislative Priorities  
**PRESENTERS:** *LMC IGR Staff*

Start the day by learning about the League's 2018 legislative priorities and prepare to influence legislators by reviewing key messages and considering how to localize and personalize the i using examples from your city.

**9:15 a.m.** Legislative Panel on Local Government Issues

**MODERATOR:** *Kevin Frazell, Director of Member Services, League of Minnesota Cities*

**PANELISTS:** *Representative Tim O'Driscoll, Chair, Government Operations & Elections Policy; Represe Michael Nelson, DFL Lead, Government Operations & Elections Policy; Senator Dan Hall, Government; and Senator Patricia Torres Ray, Ranking Minority Member, Local Governm*

Hear insights from legislative leaders on issues impacting local government, including organ collection, annexation, franchise fees, water tower maintenance, data practices, pensions, al  
**10 a.m.** Break

**10:30 a.m.** Advocating for Local Control in an Era of Preemption

**MODERATOR:** *Jay Kiedrowski, Senior Fellow, Public and Nonprofit Leadership Center, Humphrey School o*

**PANELISTS:** *Senator Carla Nelson, Member, State Government Finance and Policy and Elections (init Representative Mikke Freiberg, Member, Government Operations and Elections Policy; and Mayor, White Bear Lake and LMC President*

Learn why state legislatures have been more aggressively preempting local authority in rece the pressures that city officials face to proactively address issues at the local level. Plus, disc preemption bills may advance in the 2018 session and ways to advocate for preserving local

**11:15 a.m.** Understanding Minnesota's Political Landscape

**MODERATOR:** *Don Reeder, Assistant Director of Communications for Public Affairs, League of Minnesot*

**PANELISTS:** *Briana Bierschbach, Political Reporter, MinnPost; Patrick Coakley, Politics and State Gov Reporter, Star Tribune; and Heather Carlson, Politics Reporter, Rochester Post Bulletin*  
Get an outside perspective from political reporters about the political climate, which issues a attention at the Capitol, and what bills are likely to get passed.

**12 p.m.** Remarks from League Leadership and Send-Off to the State Capitol

**PRESENTERS:** *Dave Urmacht, Executive Director, League of Minnesota Cities and Jo Emerson, Mayor, White Bear Lake and LMC President*

Hear from the League's leadership about the important role you play in city advocacy during legislative session and throughout the year.

**12:15 p.m.** Luncheon and Networking

Enjoy lunch and social time with your city colleagues before your afternoon legislative meeti

**1-4:30 p.m.** Meetings with Legislators and Capitol Tours

During the afternoon, sit down with your legislators and use the skills and information you acqu the conference to advocate for city issues, and take time to go on a free guided tour of the Cap

Thursday's sessions all take place at Christ on Capitol Hill Lutheran Church

# DON'T WAIT!

Contact your legislators early so you can make sure you're on their calendar the afternoon of March 22.

