

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

**AGENDA**

1. Meeting Called to Order \*Additional information on agenda item is attached or at City Hall
2. Approval of Agenda and Consent Agenda
  - a. Bills: Checks #23326 – 23365, 655E (1-5)
  - b. Payroll: Checks #65150 – 65165
  - c. Approve November 26 Police Commission Minutes (6-7)
  - d. Approve January 10 Utilities Commission Minutes (8-9)
  - e. Approve January 21 City Council Minutes (10-13)
  - f. Approve Resolution #2-20 Appointing Election Judges (14)
3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern or provide comments to the Council.
4. Police Department
  - a. Discussion/Action – Full-Time Police Officer Position
5. Street Department
  - a. Discussion/Action – Internal Posting for Street Superintendent
  - b. Discussion/Action – Trade-In and Purchase Lawn Mower (15)
6. Water/Wastewater Ponds Project
  - a. Discussion/Action – Exercise Option-to-Buy on Signed Agreements for Land Purchase
7. City Attorney
8. City Administrator
  - a. Review – Bonded Indebtedness as of 12/31/19 (16-17)
  - b. Update – Board of Appeal & Equalization Meeting
9. Adjourn

**\*Check Detail Register©**

*February 3, 2020  
mtg  
23326 - 23365  
655E*

January 2020 to February 2020

	Check Amt	Invoice	Comment
<b>10100 United Prairie</b>			
Paid Chk# 023326	1/16/2020	BUREAU OF CRIM APPREHENSION	
E 101-42100-433	Dues and Subscriptions		\$150.00
		ANNUAL C.JDN FEE (BCA)--PD	
<b>Total BUREAU OF CRIM APPREHENSION</b>			<b>\$150.00</b>
Paid Chk# 023327	1/30/2020	AFLAC	
G 101-21713	AFLAC		\$259.80
<b>Total AFLAC</b>			<b>\$259.80</b>
Paid Chk# 023328	1/30/2020	AFSCME COUNCIL 65	
G 101-21707	Union Dues		\$202.64
<b>Total AFSCME COUNCIL 65</b>			<b>\$202.64</b>
Paid Chk# 023329	1/30/2020	COMMISSIONER OF REVENUE	
G 101-21702	State Withholding		\$870.27
<b>Total COMMISSIONER OF REVENUE</b>			<b>\$870.27</b>
Paid Chk# 023330	1/30/2020	FURTHER/SELECT	
G 101-21714	HSA		\$686.60
<b>Total FURTHER/SELECT</b>			<b>\$686.60</b>
Paid Chk# 023331	1/30/2020	GISLASON & HUNTER	
G 101-21712	Garnishments		\$414.26
<b>Total GISLASON &amp; HUNTER</b>			<b>\$414.26</b>
Paid Chk# 023332	1/30/2020	INTERNAL REVENUE SERVICE	
G 101-21701	Federal Withholding		\$2,027.66
G 101-21703	FICA Tax Withholding		\$2,825.40
<b>Total INTERNAL REVENUE SERVICE</b>			<b>\$4,853.06</b>
Paid Chk# 023333	1/30/2020	PERA	
G 101-21704	PERA		\$4,492.05
<b>Total PERA</b>			<b>\$4,492.05</b>
Paid Chk# 023334	1/30/2020	SW/WC SERVICE COOPERATIVES	
G 101-21708	Employee Paid Health Insurance		\$2,508.28
<b>Total SW/WC SERVICE COOPERATIVES</b>			<b>\$2,508.28</b>
Paid Chk# 023335	1/30/2020	VALIC	
G 101-21705	VALIC		\$63.00
<b>Total VALIC</b>			<b>\$63.00</b>
Paid Chk# 023336	1/30/2020	SW/WC SERVICE COOPERATIVES	
E 101-42100-131	Employer Paid Health	\$3,673.26	FEB HEALTH INS-POLICE DEPT
E 101-41400-131	Employer Paid Health	\$3,193.44	FEB HEALTH INS-OFFICE
E 101-43100-131	Employer Paid Health	\$1,437.05	FEB HEALTH INS-ST DEPT
E 101-45200-131	Employer Paid Health	\$958.03	FEB HEALTH INS-PARKS DEPT
E 211-45500-131	Employer Paid Health	\$479.82	FEB HEALTH INS-LIBRARY
E 101-46200-131	Employer Paid Health	\$798.36	FEB HEALTH INS-CEMETERY
E 205-46500-131	Employer Paid Health	\$1,596.72	FEB HEALTH INS-EDA
E 101-42100-135	Employer Paid Other	\$564.50	FEB HEALTH INS-BRIAN LUNZ
E 101-41400-135	Employer Paid Other	\$564.50	FEB HEALTH INS-WENDY MEYER
E 101-42100-131	Employer Paid Health	\$564.50	FEB JAKE V. HEALTH INSURANCE
E 101-43100-131	Employer Paid Health	\$1,878.50	FEB RICK O HEALTH INSURANCE
E 211-45500-131	Employer Paid Health	(\$1,314.00)	CAROL-CHANGE TO SINGLE
E 101-43100-131	Employer Paid Health	(\$253.60)	RICK O HEALTH INS-ST

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January 2020 to February 2020

			Check Amt	Invoice	Comment
E 101-46200-131	Employer Paid Health		(\$28.18)		RICK O-HEALTH INS-CEM
E 101-42100-131	Employer Paid Health		(\$84.68)		JAKE V HEALTH INS
<b>Total</b>	<b>SW/WC SERVICE COOPERATIVES</b>		<b>\$14,028.22</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>AMAZON</b>			
E 211-45500-590	Capital Outlay Books		\$113.98		LIBRARY BOOKS
E 211-45500-592	A.V. Materials		\$121.45		LIBRARY AV
<b>Total</b>	<b>AMAZON</b>		<b>\$235.43</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>AMBULANCE FUND</b>			
E 231-42154-430	Miscellaneous		\$18.03	1/23/20	FOOD ON AMBULANCE RUN
<b>Total</b>	<b>AMBULANCE FUND</b>		<b>\$18.03</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>BARCO MUNICIPAL PRODUCTS</b>			
E 101-43100-404	Repairs/Maint Machinery/Equip		\$775.12	IN-235822	ITEMS FOR SWEEPER
<b>Total</b>	<b>BARCO MUNICIPAL PRODUCTS</b>		<b>\$775.12</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>CASEYS BUSINESS MASTERCARD</b>			
E 101-00000-430	Miscellaneous		\$159.31		UT GAS
E 231-42154-212	Motor Fuels		\$150.25		AMB FUEL
E 205-46500-430	Miscellaneous		\$21.90		EDA MTG-FOOD
E 101-42100-212	Motor Fuels		\$691.59		PD GAS
E 101-43100-212	Motor Fuels		\$157.91		ST DEPT GAS
<b>Total</b>	<b>CASEYS BUSINESS MASTERCARD</b>		<b>\$1,180.96</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>COMPUTER LODGE</b>			
G 101-15500	Prepaid Items-Computer		\$84.42	16728	HARD DRIVE FOR SERVER
<b>Total</b>	<b>COMPUTER LODGE</b>		<b>\$84.42</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>DEMCO, INC</b>			
E 211-45500-200	Office Supplies		\$81.34		LIBRARY OFFICE SUPPLIES
<b>Total</b>	<b>DEMCO, INC</b>		<b>\$81.34</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>DENNIS HULZEBOS</b>			
E 211-45500-400	Janitor-Repairs/Maint		\$345.00		FEBRUARY MAINT AT LIBRARY
<b>Total</b>	<b>DENNIS HULZEBOS</b>		<b>\$345.00</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>FARMHOUSE STYLE</b>			
E 211-45500-591	Periodicals		\$24.98		LIBRARY PERIODICALS-2 YR
<b>Total</b>	<b>FARMHOUSE STYLE</b>		<b>\$24.98</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>FRONTIER</b>			
E 101-41400-321	Telephone		\$150.14		CITY HALL PHONE-427-2999
E 101-42100-321	Telephone		\$195.69		POLICE DEPT PHONE-427-3403
E 101-43100-321	Telephone		\$75.54		STREET DEPT PHONE-427-2997
E 101-45186-321	Telephone		\$72.87		SR CTR PHONE-427-2151
E 205-46500-321	Telephone		\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430	Miscellaneous		\$84.44		UT-PHONE
<b>Total</b>	<b>FRONTIER</b>		<b>\$616.18</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<b>FRONTIER</b>			
E 211-45500-321	Telephone		\$68.24		LIBRARY PHONE 507-427-2506
<b>Total</b>	<b>FRONTIER</b>		<b>\$68.24</b>		
<b>Paid Chk#</b>	<b>2/3/2020</b>	<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

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January 2020 to February 2020

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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>		
<b>Paid Chk# 023348</b>	<b>2/3/2020</b>	<b>HALLS HANDY HEATING &amp; COOLING</b>			
E 101-41400-401	Repairs/Maint Buildings		\$236.00	2492626	REPAIR TO FURNACE BY POLICE DEPARTMENT
<b>Total HALLS HANDY HEATING &amp; COOLING</b>			<b>\$236.00</b>		
<b>Paid Chk# 023349</b>	<b>2/3/2020</b>	<b>INDOFF INCORPORATED</b>			
E 101-42100-200	Office Supplies		\$42.74	3329786	PD-DVD'S
E 101-41400-200	Office Supplies		\$49.41	3329786	LEDGER SHEETS,TAPE,RIBBON
<b>Total INDOFF INCORPORATED</b>			<b>\$92.15</b>		
<b>Paid Chk# 023350</b>	<b>2/3/2020</b>	<b>INDOFF INCORPORATED</b>			
E 211-45500-200	Office Supplies		\$5.18		LIBRARY OFFICE SUPPLIES
<b>Total INDOFF INCORPORATED</b>			<b>\$5.18</b>		
<b>Paid Chk# 023351</b>	<b>2/3/2020</b>	<b>MINNESOTA ENERGY RESOURCE CORP</b>			
E 101-41400-383	Gas Utilities		\$380.95		CITY HALL GAS-ACCT#0505387558
E 221-42200-383	Gas Utilities		\$429.40		FIRE DEPT PORTION OF FIREHALL GAS-ACCT#0507634940
E 231-42154-383	Gas Utilities		\$211.50		AMB PORTION OF FIREHALL GAS-ACCT#0507634940
E 101-43100-383	Gas Utilities		\$850.97		STREET GARAGE GAS-ACCT#0503270939
E 211-45500-383	Gas Utilities		\$244.96		LIBRARY GAS-ACCT#0502593301
E 101-45186-383	Gas Utilities		\$285.22		COMM CTR GAS-ACCT#0504742031
<b>al MINNESOTA ENERGY RESOURCE CORP</b>			<b>\$2,403.00</b>		
<b>Paid Chk# 023352</b>	<b>2/3/2020</b>	<b>MINNESOTA MUTUAL LIFE</b>			
E 101-42100-135	Employer Paid Other		\$1.70		FEB BRIAN LUNZ LIFE INSURANCE
E 101-42100-134	Employer Paid Life		\$5.10		FEB LIFE INS-POLICE DEPT
E 211-45500-134	Employer Paid Life		\$1.70		FEB LIFE INS-LIBRARY
E 101-43100-134	Employer Paid Life		\$1.53		FEB LIFE INS-ST DEPT
E 101-41400-134	Employer Paid Life		\$3.40		FEB LIFE INS-OFFICE
E 101-45200-134	Employer Paid Life		\$1.02		FEB LIFE INS-PARKS DEPT
E 101-46200-134	Employer Paid Life		\$0.85		FEB LIFE INS-CEMETERY
E 205-46500-134	Employer Paid Life		\$1.70		FEB LIFE INS-EDA ROB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$29.30		FEB LIFE INS-ROBB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$10.90		FEB LIFE INS-DARON FRIESEN
G 101-21706	Hospitalization/Medical Ins		\$12.00		FEB LIFE INS-STEVE PETERS
<b>Total MINNESOTA MUTUAL LIFE</b>			<b>\$69.20</b>		
<b>Paid Chk# 023353</b>	<b>2/3/2020</b>	<b>MUNICIPAL UTILITIES</b>			
E 101-45200-380	Elec,Water,Sewer		\$31.03		LAWCON PARK LIGHT
E 101-41400-380	Elec,Water,Sewer		\$304.66		CITY HALL UT
E 101-45200-380	Elec,Water,Sewer		\$162.69		CITY PARK RESTROOMS UT
E 101-45186-380	Elec,Water,Sewer		\$380.00		SR CTR UT
E 101-43100-380	Elec,Water,Sewer		\$251.92		ST DEPT UT
E 221-42200-380	Elec,Water,Sewer		\$157.45		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380	Elec,Water,Sewer		\$77.55		AMB PORTION OF FIREHALL UT
E 211-45500-380	Elec,Water,Sewer		\$390.88		LIBRARY UT
E 101-45200-380	Elec,Water,Sewer		\$40.68		UT AT CITY PARK SHELTERHOUSE
E 101-45171-380	Elec,Water,Sewer		\$81.22		UT AT SKATING RINK
<b>Total MUNICIPAL UTILITIES</b>			<b>\$1,878.08</b>		
<b>Paid Chk# 023354</b>	<b>2/3/2020</b>	<b>MUNICIPAL UTILITIES</b>			

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January 2020 to February 2020

			Check Amt	Invoice	Comment
R 101-00000-31000	General Property Taxes		\$264.84		TAXES COLLECTED FOR UTILITIES
	<b>Total MUNICIPAL UTILITIES</b>		<b>\$264.84</b>		
<b>Paid Chk# 023355</b>	<b>2/3/2020</b>	<b>MUSKE, MUSKE, SURHOFF</b>			
G 101-15506	PREPAID-LEGAL FEES		\$1,400.00		FEBRUARY LEGAL RETAINER
	<b>Total MUSKE, MUSKE, SURHOFF</b>		<b>\$1,400.00</b>		
<b>Paid Chk# 023356</b>	<b>2/3/2020</b>	<b>PRAXAIR</b>			
E 231-42154-210	Operating Supplies		\$129.46	94375292	OXYGEN FOR AMBULANCE
	<b>Total PRAXAIR</b>		<b>\$129.46</b>		
<b>Paid Chk# 023357</b>	<b>2/3/2020</b>	<b>RED FEATHER PAPER</b>			
E 101-45186-400	Janitor-Repairs/Maint		\$224.30	108136	PAPER TOWELS DISPENSERS & TOWELS-COMM CTR
E 101-43124-216	Chemicals and Chem Products		\$60.90	108137	SALT FOR SIDEWALKS
	<b>Total RED FEATHER PAPER</b>		<b>\$285.20</b>		
<b>Paid Chk# 023358</b>	<b>2/3/2020</b>	<b>RON VOUGHT</b>			
E 101-43100-404	Repairs/Maint Machinery/Equip		\$375.00		SANDBLAST TRUCK BOX #14
	<b>Total RON VOUGHT</b>		<b>\$375.00</b>		
<b>Paid Chk# 023359</b>	<b>2/3/2020</b>	<b>SOUTHWEST INITIATIVE FOUNDATIO</b>			
E 101-46500-312	Community Develop		\$1,250.00	ML11420	2020 CITY APPROPRIATION TO SWIF
	<b>Total SOUTHWEST INITIATIVE FOUNDATIO</b>		<b>\$1,250.00</b>		
<b>Paid Chk# 023360</b>	<b>2/3/2020</b>	<b>STAR TRIBUNE</b>			
E 211-45500-591	Periodicals		\$552.76		LIBRARY PERIODICALS- 1 YR
	<b>Total STAR TRIBUNE</b>		<b>\$552.76</b>		
<b>Paid Chk# 023361</b>	<b>2/3/2020</b>	<b>TEXAS REFINERY CORP</b>			
E 101-43100-215	Shop Supplies		\$348.00	190913	GREASE-ST DEPT
	<b>Total TEXAS REFINERY CORP</b>		<b>\$348.00</b>		
<b>Paid Chk# 023362</b>	<b>2/3/2020</b>	<b>THE DEN LLC</b>			
E 231-42154-430	Miscellaneous		\$213.75	144	FOOD-EMT REFRESHER
	<b>Total THE DEN LLC</b>		<b>\$213.75</b>		
<b>Paid Chk# 023363</b>	<b>2/3/2020</b>	<b>VERIZON</b>			
E 101-42100-321	Telephone		\$9.13		POLICE CELL PHONE
E 231-42154-321	Telephone		\$9.13		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		\$35.12		AMB JET PACK
	<b>Total VERIZON</b>		<b>\$123.40</b>		
<b>Paid Chk# 023364</b>	<b>2/3/2020</b>	<b>WDR #54</b>			
E 101-45200-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #4
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #9
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #11
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #12
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #13
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #14
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #15
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #16
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #17
E 101-43100-404	Repairs/Maint Machinery/Equip		\$19.25		TABS #20
E 101-45200-404	Repairs/Maint Machinery/Equip		\$19.25		TABS TR3

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January 2020 to February 2020

		Check Amt	Invoice	Comment
E 101-43100-404	Repairs/Maint Machinery/Equip	\$19.25		TABS TR4
E 507-46103-430	Miscellaneous	\$19.25		LAKE COMM TRAILER TABS
Total WDR #54		\$250.25		
<hr/>				
Paid Chk# 023365	2/3/2020	WILLIAM POHLMAN		
E 101-42100-205	Uniforms	\$304.98	1/22/2020	UNIFORMS
Total WILLIAM POHLMAN		\$304.98		
10100 United Prairie		\$42,279.62		

**Fund Summary**

<b>10100 United Prairie</b>	
101 GENERAL FUND	\$38,049.00
205 ECONOMIC DEVELOPMENT AUTHORITY	\$1,663.44
211 LIBRARY FUND	\$1,116.29
221 FIRE DEPT FUND	\$586.85
231 AMBULANCE FUND	\$844.79
507 LAKE COMMISSION FUND	\$19.25
	<hr/>
	\$42,279.62

Paid Chk# 000655E	1/30/2020	STATE OF MINNESOTA		
E 101-41910-430	Miscellaneous	\$88.30		4TH QUARTER 2019 BUILDING PERMIT FEES
Total STATE OF MINNESOTA		\$88.30		

## **doug bristol**

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**From:** Chuck Witt <chuck@charleswitt.com>  
**Sent:** Tuesday, November 26, 2019 8:59 PM  
**To:** dbristol@mountainlakemn.com  
**Subject:** Police Commission Minutes

Here are the minutes from the November 2019 Police Commission meeting:

1. Meeting called to order at 7:03 PM
2. Present:
  - a. Brian Lunz
  - b. Chuck Witt, secretary
  - c. Jason Flanagan
  - d. Doug Bristol, Chief of Police
  - e. Dana Kass, Council liaison
  - f. Chad Eken, chairman
  - g. Randy Junker
  - h. Michael Schulte
3. October minutes were read and approved
  - a. Motion: Dana Kass
  - b. Second: Jason Flanagan
4. Current bills, income, and expenses
  - a. Purchased drug test kits
5. Chief's Report
  - a. Normal amount of calls
  - b. November has been busy so far
6. Old business
  - a. Jake's background information sent to North Mankato PD
  - b. Andrew Kinnetz is progressing well
    - i. Will be talking with Will on progress and areas of improvement
    - ii. May be going solo soon – still have two officers on but each in separate squads
    - iii. Issue with Zuercher appears to be resolved
  - c. Storage Lot
    - i. White car that started it all
      1. Attorney paperwork straightened out
      2. Storage fee was \$1300+
      3. Reduced to \$900 to get cooperation from owner
      4. \$165 of \$900 paid to PD for reimbursement of towing expense
      5. \$735 of \$900 paid to Utilities as payment on the extra storage space
    - ii. Another car impounded – Mercedes
      1. Potential long term storage
      2. Appears no lien on vehicle
      3. Seized due to drug trafficking, stolen firearm, and other contraband
      4. May become property of ML PD

7. New business
  - a. No December meeting – Doug will be out of town
  - b. Union pushing to have each officer issued a department cell phone
    - i. Phone is at no cost
    - ii. Annual bill estimated at \$1200 for three phones
    - iii. Doug stated he would not get one for himself
8. No items from the floor
9. Meeting adjourned at 7:37 PM
  - a. Motion: Jason Flanagan
  - b. Second: Dana Kass

### **Chuck Witt**

Owner | Charles Witt Communications, LLC | 507-382-0186  
414 711th Street N | Mountain Lake, MN 56159  
[www.charleswitt.com](http://www.charleswitt.com)

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

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

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



**Mountain Lake Municipal Utilities Commission Meeting**  
**Mountain Lake City Hall**  
**Friday, January 10, 2020**  
**7 AM**

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

Members Absent: Randy Sawatzky

Staff Present: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office Manager; Lane Anderson, Electric Lineman; Taylor Nesmoe, Water/Wastewater Foreman; Scott Pankratz, Water/Wastewater Operator

Others Present: None

**Call to Order**

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

**Approval of Agenda, Minutes, and Bills**

Motion by Janzen, seconded by Johnson, to approve the agenda, December 19 Minutes, and Bills #019523 – 019582. Motion carried 5 – 0.

**Electric Department**

The department experienced an outage a week ago and was fixed. Various items are being lined up for when Ron returns.

**Water/Wastewater Department**

Taylor Nesmoe, Water/Wastewater Foreman, explained working with Casey's to turn off their water. They requested that the property's water be turned off 2 months ago in which Nesmoe replied that their curb stop was poured over with cement and could not be located. The notecard with the location of the curb stop did not take into account of when an addition was added onto the building. The curb stop was located as it was never uncovered from the past cement pouring. Casey's will be paying for the expenses of ripping up and replacing their cement.

**Empire Pipe Services Inspections**

Empire Pipe Services was contacted to inspect sewer connection on 9<sup>th</sup> Street between 2<sup>nd</sup> and 3<sup>rd</sup> Ave and 4<sup>th</sup> and 5<sup>th</sup> Ave. More information will be known once they send their report to the department.

### **Electric & Water Meters**

Dave Watkins presented to the commission a proposal to replace all water meters within the city, a number of electric meters, and other miscellaneous items. The state desires water losses to be under 10%. Losses are measured by the number of gallons treated at the water treatment plant and how many gallons of water are sold. Losses over the past few years have been over 10% with assumptions that current water meters in residential homes are aging and not accurately measuring water consumption. The total project cost is nearly \$180,000. Payments to pay the equipment off can be separated over 3 – 10 years with variable interest rates. The commission discussed water losses, water meters, annual payments, infrastructure, and budgets. The department estimates that they may be able to replace ¼ of the meters within a year. Paying a company to replace all the meters is an option but has a high cost. More information will be brought to a future meeting along with finance and budget numbers.

### **Delinquent Utility Invoices**

Five invoices were presented from over the span of the last 30 years that have been unpaid. They were unpaid either because the individual is now deceased, the company no longer exists, or the invoice was determined uncollectable from the start. These invoices are not in the utility's system to be collected. The question was asked if there are any current delinquent invoices that have not been collected. There currently is not and rather than shred these invoices, the administrator requested that they be waived by the commission in a formal motion to have it documented. Motion by Janzen, seconded by Garloff, to write-off the presented unpaid invoices. Motion carried 5 – 0.

### **Substation Fence**

Information on the cost of the fence was given by Alex Martin of Utilities Plus, who is now with CMPAS. While there is not an exact amount in the bid of building the fence for the impound lot, it was estimated the total lot with the gates was \$20,000. Depending on how one adds the cost of the fencing and the gates, the price the police department could pay varies. The administrator stated that when the planning was developing for the fenced lot, the police department was never given an exact number to consider. Costs, impounding, towing, and maintenance were discussed. Direction was given to work with the police chief to determine a formula or an exact rate of utilizing the fenced lot.

### **Adjourn**

The meeting was adjourned at 8:08 a.m.

ATTEST:

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Michael Schulte, Administrator/Clerk

**Regular City Council Meeting**  
**Mountain Lake City Hall**  
**Tuesday, January 21, 2020**  
**6:30 p.m.**

Members Present: Mike Nelson, Dana Kass, Darla Kruser

Members Absent: David Savage, Andrew Ysker

City Staff Present: Michael Schulte, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney; Taylor Nesmoe, Water/Wastewater Foreman

Others Present: Deanna Anderson, Observer/Advocate; Doug Regehr, Gloria McKissick, Dave Bucklin, Tom Appel, County Commissioner; Amanda Strommer, Department of Health

**Call to Order**

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

**Approval of Agenda & Consent Agenda**

Motion by Kruser, seconded by Kass, to approve the agenda and consent agenda as presented.

Motion carried 3 – 0.

Bills: Checks #23259 – 23325, 650E – 654E

Payroll: Checks #65114 – 65149

Approve October 22 Tree Commission Minutes

Approve November 20 Library Board Minutes, November Report, November Expenditures, December Report, December Expenditures

Approve December 9 EDA Board Minutes

Approve December 9 Lake Commission Minutes

Approve December 19 Utilities Commission Minutes

Approve January 6 City Council Minutes

Approve January 9 Special City Council Minutes

**Public**

Deanna Anderson requested if she could reach an agreement with the city similar to the agreement made with Shirley Riihl regarding her property's proximity to the new wastewater ponds. Anderson stated her property is within ¼ mile of the new pond location. The council asked when she bought her property and Anderson responded it was around 2.5 years ago. The council then asked if her realtor or the property owner informed her of the plans to build new

ponds as the plans have been in discussions and in the planning stages for more than 2.5 years. Anderson was not informed of the new ponds project. More discussion ensued. No action was taken as there is no action taken during the public portion of the meeting.

### **Public Informational Meeting – Wellhead Protection Plan (WHP)**

Amanda Strommer, Department of Health, presented information on Mountain Lake’s Wellhead Protection Plan. The city has a plan and is now looking at a 10 year amendment. An area hydrologist created a map of water flow and vulnerable areas near Mountain Lake’s wells. Strommer met with the administrator and the water department last week and a few months ago to discuss the plan. Strommer explained the keys on the map and the boundary lines. In the next few months, the water department will receive a letter from the DOH of what needs to be reviewed and worked on by a consultant that the department will hire. The consultant will review potential threats to the wellhead protection area, review the wells, review the water quality, among other items. Various questions were asked by the council, Dave Bucklin, and Tom Appel about the map and the plan. Strommer stated there is grant funding for various planning and projects. Bucklin and Appel asked if they could receive an older version of the map to see the changes made. The water department will continue to work with the DOH to complete the plan by December 2021.

### **2020 Designations & Appointments**

Mayor Nelson provided an update from the last regular council meeting of various appointments to various commissions. Vickie Krueger will serve again and Sarah Morey be a new member of the Library Board. Dean Janzen will serve again on the Utilities Commission. Bryan Bargaen will serve again on the Planning & Zoning Commission. Paul Janzen will be a new member on the Housing and Redevelopment Authority. Steve Syverson will serve again on the EDA Board. Jean Haberman will continue to serve and Randy Loewen will be a new member on the Lake Commission. Chad Eken will serve again and Jamie Boldt-Smith will be a new member of the Police Commission. Steve Harder will serve again and Chad Neuenberg will be a new member of the Tree Commission. Motion by Kass, seconded by Kruser, to approve the 2020 Designations & Appointments. Motion carried 3 – 0.

### **4<sup>th</sup> Quarter Revenue & Expenses**

2019 YTD revenue and expenses were reviewed. The numbers listed are not final numbers for the year until the 2019 audit is completed.

### **Street Superintendent Job Description**

The job description of the Street Superintendent position was reviewed. Some language was updated and edited but no job dynamics were changed. The council requested to add supervision of seasonal summer help to complete trail and lake tasks as it is the desire to hire at least two seasonal full-time workers over the summer under the supervision of the superintendent rather

than a separate worker who completes trail and lake tasks. Motion by Kass, seconded by Kruser, to approve the Street Superintendent job description and the proper procedures to fill the vacancy. Motion carried 3 – 0. The position will be posted internally for 10 days per union policy and if signed, will be considered at the next council meeting.

### **Lawn Mower**

A proposal from Midway Farm Equipment was presented for the street department. The proposal includes a trade-in of the street department's lawn mower of 700 hours to then purchase a new lawn mower with a four year warranty. With the trade in, the cost of the new mower would be \$5,600. Nesmoe was present from earlier in the meeting and stated that the utility may be interested in purchasing the lawn mower but did not get the chance to discuss it with the street department yet. Nesmoe will discuss the lawn mower with the street department or look at purchasing a new lawn mower for the utility. The council gave direction to Nesmoe to discuss further with the street department and have both departments figure out the best options for both departments.

### **Ordinance #2-20 Amending Section 8.01 Public Protection, Crimes, and Offenses**

Ordinance #2-20 was read for the third time. No changes have been made since the first reading. Motion by Kruser, seconded by Kass, to approve Ordinance #2-20. Motion carried 3 – 0.

### **City Attorney**

City Attorney Suhrhoff stated she was on vacation last week and is starting to catch up on items. Various public nuisances were discussed. The property owner on 10<sup>th</sup> Street, which has been cited for numerous junk citations, has been granted three continuances from the judge so the next trial will be held in February. The outcome from the trial could be a fine, jail time, or other action determined by the judge. The attorney will then proceed to file a case to ask the judge to allow the city to remove the sitting vehicles from the property if they are not removed within a certain time period. Gloria McKissick stated complaints against her neighbor regarding items in the backyard and their behavior. The police department has worked with this property owner and will continue to. The administrator and the police chief plan to meet with the city attorney to discuss parking regulations, public nuisances, and other matters.

### **2020 Meetings & Conferences**

Conferences, meetings, and workshops put on by the League of Minnesota Cities, Coalition of Greater Minnesota Cities, and Minnesota Municipal Utilities Association were presented by the administrator. Any councilmember is invited to attend. The administrator plans to attend the legislative conferences and summer conferences as time allows.

### **Adjourn**

The meeting was adjourned at 7:21 p.m.

ATTEST:

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Michael Schulte, Administrator/Clerk

**Resolution #2-20**  
**City of Mountain Lake, Minnesota**  
**Appointing Election Judges**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN LAKE, MINNESOTA that pursuant to MN Statute 204B.21 the following individuals are hereby appointed as election judges for the presidential primary, general primary, and general elections to be held on March 3, August 11 and November 3, 2020.

Karen Barga  
Lynda Cowell  
Barbara Crawford  
Dawn Fast  
Jean Haberman  
Heidi Jahnke  
Mary Jefferson  
Bertha Klassen  
Loyal Klassen  
Lois Korn  
Jerry Logue  
Pam Logue  
Jill Pankratz  
Carla Quiring  
Pam Radtke  
Michael Schulte  
Miranda Stoesz  
Mony Vetsouvanh

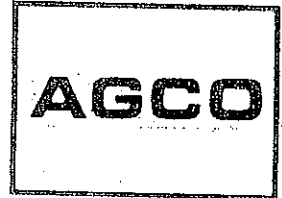
Adopted this 3<sup>rd</sup> day of February 2020.

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

ATTEST:

\_\_\_\_\_  
Michael Schulte, Administrator/Clerk

City of Mt Lake



Street Dept

New Fenis IS 3200 Zestum Mower <sup>6</sup>13,174 <sup>list</sup>  
37hp Briggs EPI  
oil Guard system  
61" Deck  
Suspended seat

Freight +300  
~~+13,474~~

less Discart -2574

Rebal Price 10,900

less Trade in -5300

Trade Diff \$5600

~~Trade in~~

4yr old Fenis 3200

30hp 61"

700hrs?

- New Mower Sld in Crate  
- Trade in serviced + cleaned up

Kyle Smith Sales Mgr  
Midway Farm Equip  
8-2-19



City of Mountain Lake Bonded Indebtedness as of 12/31/19

Title	Purpose	Issued	Balance as of 12/31/18	2019 Principal Payment	Balance as of 12/31/19	Type
2007B Clean Renewable Energy (Revenue) Bonds	Wind Turbine Project (last payment 2023)	\$2,060,000.00	\$643,750.00	\$128,750.00	\$515,000.00	10
Essential Function Housing Dev. Revenue Bond of 2009	Mason Manor (last payment 2040)	\$254,700.00	\$215,066.15	\$5,929.70	\$209,136.45	10
2011A Crossover Refunding Bonds	Street and Storm Sewer portion of 2006 St. & Ut. Project; replaces 2006 GO Corp. Purpose (67% street, 33% storm) (last payment 2022)	\$845,000.00	\$400,000.00	\$95,000.00	\$305,000.00	8 & 13
2011A Crossover Refunding Bonds	Water and Sewer portion of 2006 St. & Ut. Project, places 2006 GO Corp. Purpose (50% water, 50% sewer) (last payment 2022)	\$370,000.00	\$175,000.00	\$40,000.00	\$135,000.00	9 & 13
Series 2012A GO Housing Revenue Ref. Bonds	was 1998 Essential Function Housing Development Bond 4 PLEX (last payment 2026)	\$190,000.00	\$115,000.00	\$15,000.00	\$100,000.00	10 & 13
Series 2012A GO Housing Revenue Ref. Bonds	was 2001 Essential Function (last payment 2026) Housing Development Bond 8 PLEX	\$430,000.00	\$310,000.00	\$20,000.00	\$290,000.00	10 & 13
TIF Bonds 2012B	The Lodge/Good Samaritan (last payment 2039)	\$830,000.00	\$734,854.16	\$24,999.96	\$709,854.20	7
Electric Refund 2012C	was 2007A Electric Refunding Bonds (last payment 2023)	\$645,000.00	\$310,000.00	\$60,000.00	\$250,000.00	9 & 13
Series 2013A GO Bonds	2012-14 Utill & St. Project (Street-15%, Storm Sewer - 85%) (last payment 2035)	\$2,180,000.00	\$1,805,000.00	\$95,000.00	\$1,710,000.00	8
Series 2013A GO Bonds	2012-14 Utill & St. Project (Water portion) (last payment 2035)	\$2,060,000.00	\$1,635,000.00	\$85,000.00	\$1,550,000.00	10
Series 2013B GO TIF Bonds	Pop'd Kerns Project (last payment 2029)	\$1,310,000.00	\$1,080,000.00	\$80,000.00	\$1,000,000.00	7
Series 2014A GO TIF Bonds	Mt. Power TIF (last payment 2029)	\$2,040,000.00	\$1,670,000.00	\$125,000.00	\$1,545,000.00	7
2015A GO Refunding Bonds	was 2009A (Jennie's \$190,000, last payment 2021), 2007C (Lakeview, \$265,000 last payment 2020) and 2001 GO (SE Sewer, \$430,000, last payment 2029) [LAST PAYMENT 2015A 2029; 44% of Jennie's portion (2009A), 39% of Lakeview portion (2007C) is transportation related	\$885,000.00	\$580,000.00	\$125,000.00	\$455,000.00	6 & 13
2015B Electric Refunding Bonds	was 2009B Electric Refunding Bonds, Feeder #9, (last payment 2024)	\$391,000.00	\$273,000.00	\$45,000.00	\$228,000.00	10 & 13
Series 2016A	Mt. Lake Commercial Subdivision Land Purchase (last payment 2032)	\$366,000.00	\$349,000.00	\$20,000.00	\$329,000.00	6
Series 2017A Electric Revenue	Existing Engines EPA compliant; East Sub-station (last payment 2036)	\$3,000,000.00	\$2,940,000.00	\$15,000.00	\$2,925,000.00	10
Series 2017B GO	Mt. Lake Commercial Subdivision Infrastructure (last payment 2043) Transportation 57%, Sanitary Sewer 18%, Storm sewer 13%, Watermain 12%	\$2,285,000.00	\$2,285,000.00	\$30,000.00	\$2,255,000.00	8
Series 2017B GO	Street Lights (last payment 2027)	\$200,000.00	\$200,000.00	\$20,000.00	\$180,000.00	6
<b>TOTAL BONDS</b>		<b>\$20,341,700.00</b>	<b>\$15,720,670.31</b>	<b>\$1,029,679.66</b>	<b>\$14,690,990.65</b>	

City of Mountain Lake Bonded Indebtedness as of 12/31/19

Title	Purpose	Issued	Balance as of 12/31/18	2019 Principal Payment	Balance as of 12/31/19	Type
<b>NOTES</b>						
MN PFA (GO Revenue Note) 2012	Water Treatment Plant (last payment 2023)	\$2,985,751.17	\$832,000.00	\$162,000.00	\$670,000.00	15
MN PFA (GO Revenue Note) 2012	Sewer Infrastructure (last payment 2032)	\$7,280,435.40	\$5,209,000.00	\$348,000.00	\$4,861,000.00	15
MN PFA (GO Revenue Note) 2012	Water Infrastructure (last payment 2032)	\$33,778.04	\$23,938.04	\$1,700.00	\$22,238.04	15
USDA Note Payable 2012	Library Roof (last payment 2021)	\$70,000.00	\$46,229.50	\$4,460.97	\$41,768.53	15
USDA Note Payable 2014	Fire Truck (last payment 2019)	\$32,000.00	\$6,907.65	\$6,907.65	\$0.00	15
MN PFA (GO Revenue Note) 2014	Well #7 (last payment 2034)	\$38,786.30	\$31,412.30	\$1,965.00	\$29,447.30	15
USDA Note Payable 2018	2018 Pumper Fire Truck (first payment begins in 2019) (last payment 2033)	\$125,000.00	\$125,000.00	\$6,599.50	\$118,400.50	15
<b>TOTAL NOTES</b>		<b>\$10,565,750.91</b>	<b>\$6,274,487.49</b>	<b>\$531,633.12</b>	<b>\$5,742,854.37</b>	
<b>TOTAL INDEBTEDNESS</b>		<b>\$30,907,450.91</b>	<b>\$21,995,157.80</b>	<b>\$1,561,312.78</b>	<b>\$20,433,845.02</b>	