

**Regular Council Meeting  
Mountain Lake City Hall  
Monday, February 5, 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 20798 - 20865, 525E-526E \*(1-7)
- b. Approval of Payroll Checks #'s 63669 - 63702
- c. Approval of January 16 and 26 Council Minutes\*(8-11)
- d. October 23, 2017 Planning and Zoning Commission Minutes\*(12-13)
- e. Building Permits, through January 29\*(14)
- f. January 11 Utility Commission Minutes\*(15-16)
- g. Hire Emergency Medical Technicians Mary Lou Luna, Emily Bentson, Ashley Kroeger, Ambulance Service, effective Jan. 1. 2018

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

3. Food Shelf, Mt. Lake Community Center\*(17)

4. Mt. Lake Fire Dept.

- a. Township Rates\*(18-23)

5. Public Library

- a. Project Update
- b. Plum Creek Library System Agency Agreement\*(24-34)

6. Reports

- a. From the City Attorney
- b. From Mt. Lake Public School Board Representative

7. Administrator

- a. Bonded Indebtedness as of 12/31/17\*(35-36)
- b. PIN 22.610.0803 Special Assessments\*(37)

c. Second February Meeting Date

8. Adjourn

Upcoming Events:

- Joint Meeting with the Cottonwood County Board of Commissioners, Monday, February 12, 6 p.m. Mt. Lake Community Center
- Coffee with the Council, Wednesday, February 28, Noon Peacemeals/Jubilee Fruits and Vegetables, Mike Nelson and Andy Ysker
-

CITY OF MOUNTAIN LAKE

**\*Check Detail Register©**

February 5, 2018  
mtg  
ck # 20798-20805  
525E void 526E

January 2018 to February 2018

			Check Amt	Invoice	Comment
<b>10100 United Prairie</b>					
Paid Chk#	020798	1/16/2018		ASHLEY KROEGER	
E 231-42154-308	Training & Instruction		\$1,331.04		EMT CLASS REIMBURSEMENT
	<b>Total</b>		<b>\$1,331.04</b>	<b>ASHLEY KROEGER</b>	
<b>Paid Chk# 020799 1/16/2018 COUNTRY PRIDE SERVICES</b>					
E 101-46200-402	Repairs/Maint- Ground		\$96.08		12/27--157500- LP FOR GRAVE WARMER
	<b>Total</b>		<b>\$96.08</b>	<b>COUNTRY PRIDE SERVICES</b>	
<b>Paid Chk# 020800 1/16/2018 HUMANA HEALTH CARE PLANS</b>					
R 231-42154-34205	Ambulance Services		\$134.25		OVERPAYMENT FOR VALERIA MATOWANBLIOM
	<b>Total</b>		<b>\$134.25</b>	<b>HUMANA HEALTH CARE PLANS</b>	
<b>Paid Chk# 020801 1/16/2018 KEN CLASSEN</b>					
E 101-45171-210	Operating Supplies		\$40.00		SHARPEN SKATES FOR SKATING RINK
	<b>Total</b>		<b>\$40.00</b>	<b>KEN CLASSEN</b>	
<b>Paid Chk# 020802 1/16/2018 MIKES LLC</b>					
E 101-42100-406	Vehicle Maint/Gen Repairs		\$25.00		PD-PART FOR 2018 EXPLORER
	<b>Total</b>		<b>\$25.00</b>	<b>MIKES LLC</b>	
<b>Paid Chk# 020803 1/18/2018 AFLAC</b>					
G 101-21713	AFLAC		\$249.64		
	<b>Total</b>		<b>\$249.64</b>	<b>AFLAC</b>	
<b>Paid Chk# 020804 1/18/2018 AFSCME COUNCIL 65</b>					
G 101-21707	Union Dues		\$157.86		
	<b>Total</b>		<b>\$157.86</b>	<b>AFSCME COUNCIL 65</b>	
<b>Paid Chk# 020805 1/18/2018 BCBS/HSA</b>					
G 101-21714	HSA		\$945.38		
	<b>Total</b>		<b>\$945.38</b>	<b>BCBS/HSA</b>	
<b>Paid Chk# 020806 1/18/2018 COMMISSIONER OF REVENUE</b>					
G 101-21702	State Withholding		\$856.43		
	<b>Total</b>		<b>\$856.43</b>	<b>COMMISSIONER OF REVENUE</b>	
<b>Paid Chk# 020807 1/18/2018 GISLASON &amp; HUNTER</b>					
G 101-21712	Garnishments		\$382.54		
	<b>Total</b>		<b>\$382.54</b>	<b>GISLASON &amp; HUNTER</b>	
<b>Paid Chk# 020808 1/18/2018 INTERNAL REVENUE SERVICE</b>					
G 101-21703	FICA Tax Withholding		\$2,451.14		
G 101-21701	Federal Withholding		\$1,971.26		
	<b>Total</b>		<b>\$4,422.40</b>	<b>INTERNAL REVENUE SERVICE</b>	
<b>Paid Chk# 020809 1/18/2018 PERA</b>					
G 101-21704	PERA		\$4,700.94		
	<b>Total</b>		<b>\$4,700.94</b>	<b>PERA</b>	
<b>Paid Chk# 020810 1/18/2018 SW/WC SERVICE COOPERATIVES</b>					
G 101-21708	Employee Paid Health Insurance		\$2,307.14		
	<b>Total</b>		<b>\$2,307.14</b>	<b>SW/WC SERVICE COOPERATIVES</b>	
<b>Paid Chk# 020811 1/18/2018 VALIC</b>					
G 101-21705	VALIC		\$388.00		

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January 2018 to February 2018

		Check Amt	Invoice	Comment
<b>Total VALIC</b>		<b>\$388.00</b>		
Paid Chk# 020812	2/1/2018	<b>AFLAC</b>		
G 101-21713	AFLAC	\$249.64		
<b>Total AFLAC</b>		<b>\$249.64</b>		
Paid Chk# 020813	2/1/2018	<b>BCBS/HSA</b>		
G 101-21714	HSA	\$945.38		
<b>Total BCBS/HSA</b>		<b>\$945.38</b>		
Paid Chk# 020814	2/1/2018	<b>COMMISSIONER OF REVENUE</b>		
G 101-21702	State Withholding	\$895.86		
<b>Total COMMISSIONER OF REVENUE</b>		<b>\$895.86</b>		
Paid Chk# 020815	2/1/2018	<b>GISLASON &amp; HUNTER</b>		
G 101-21712	Garnishments	\$382.54		
<b>Total GISLASON &amp; HUNTER</b>		<b>\$382.54</b>		
Paid Chk# 020816	2/1/2018	<b>INTERNAL REVENUE SERVICE</b>		
G 101-21703	FICA Tax Withholding	\$2,691.38		
G 101-21701	Federal Withholding	\$1,722.65		
<b>Total INTERNAL REVENUE SERVICE</b>		<b>\$4,414.03</b>		
Paid Chk# 020817	2/1/2018	<b>LAW ENFORCEMENT LABOR SERV</b>		
G 101-21711	PD UNION DUES	\$147.00		
<b>Total LAW ENFORCEMENT LABOR SERV</b>		<b>\$147.00</b>		
Paid Chk# 020818	2/1/2018	<b>PERA</b>		
G 101-21704	PERA	\$4,862.42		
<b>Total PERA</b>		<b>\$4,862.42</b>		
Paid Chk# 020819	2/1/2018	<b>VALIC</b>		
G 101-21705	VALIC	\$388.00		
<b>Total VALIC</b>		<b>\$388.00</b>		
Paid Chk# 020820	1/31/2018	<b>COTTONWOOD COUNTY RECORDER</b>		
E 230-47001-430	Miscellaneous	\$92.00		RECORD SATISFACTION FOR BRODAR
<b>Total COTTONWOOD COUNTY RECORDER</b>		<b>\$92.00</b>		
Paid Chk# 020821	2/2/2018	<b>ALPHA WIRELESS COMMUNICATIONS</b>		
E 231-42154-404	Repairs/Maint Machinery/Equip	\$92.00	691985	REPROGAM AMBULANCE RADIOS (REISSUE CK#20526) THEY DIDN'T GET CHECK)
<b>Total ALPHA WIRELESS COMMUNICATIONS</b>		<b>\$92.00</b>		
Paid Chk# 020822	2/2/2018	<b>AMAZON</b>		
E 211-45500-590	Capital Outlay Books	\$464.64		LIBRARY BOOKS
<b>Total AMAZON</b>		<b>\$464.64</b>		
Paid Chk# 020823	2/2/2018	<b>AMBULANCE FUND</b>		
E 231-42154-430	Miscellaneous	\$13.75	1/22/18	FOOD ON AMB RUN
<b>Total AMBULANCE FUND</b>		<b>\$13.75</b>		
Paid Chk# 020824	2/2/2018	<b>BARCO MUNICIPAL PRODUCTS</b>		
E 101-43100-404	Repairs/Maint Machinery/Equip	\$89.89	227633	BULB-ST DEPT
<b>Total BARCO MUNICIPAL PRODUCTS</b>		<b>\$89.89</b>		
Paid Chk# 020825	2/2/2018	<b>BOUND TREE MEDICAL</b>		

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January 2018 to February 2018

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E 231-42154-210	Operating Supplies		\$19.76	82748776	I-GEL AIRWAY FOR ADULTS
	<b>Total BOUND TREE MEDICAL</b>		\$19.76		
<b>Paid Chk# 020826</b>	<b>2/2/2018</b>	<b>CARDMEMBER SERVICE</b>			
E 101-00000-430	Miscellaneous		\$19.98		COMPUTER CRASH PLAN MONTHLY FEE
E 101-00000-430	Miscellaneous		\$26.75		LATE FEE & INTEREST
E 101-42100-308	Training & Instruction		\$195.00	1/10/18	PD-EMT REFRESHER J.VITZTHUM
E 205-46500-308	Training & Instruction		\$275.00	1/4/18	EDA CONF-R.ANDERSON
E 101-42100-308	Training & Instruction		\$100.00	12/21/17	PD TRAINING-DOUG & WILL
	<b>Total CARDMEMBER SERVICE</b>		\$616.73		
<b>Paid Chk# 020827</b>	<b>2/2/2018</b>	<b>DARLA KRUSER</b>			
E 231-42154-430	Miscellaneous		\$156.98		MILEAGE TO PICK UP NEW AMBULANCE
	<b>Total DARLA KRUSER</b>		\$156.98		
<b>Paid Chk# 020828</b>	<b>2/2/2018</b>	<b>DAVID BUCKLIN</b>			
E 101-45210-402	Repairs/Maint- Ground		\$1,688.40		INVASIVE CONTROL OF PLANTS NEAR TRAIL-GRANT
	<b>Total DAVID BUCKLIN</b>		\$1,688.40		
<b>Paid Chk# 020829</b>	<b>2/2/2018</b>	<b>DENNIS HULZEBOS</b>			
E 101-45186-400	Janitor-Repairs/Maint		\$250.00		FEBRUARY MAINT AT SR CTR
E 211-45500-400	Janitor-Repairs/Maint		\$345.00		FEBRUARY MAINT AT LIBRARY
E 211-45500-220	Repair/Maint Supply		\$34.50	1/20/18	VACUUM CLEANER PARTS-LIBRARY VACUUM
	<b>Total DENNIS HULZEBOS</b>		\$629.50		
<b>Paid Chk# 020830</b>	<b>2/2/2018</b>	<b>EMILY MATHIOWETZ</b>			
E 101-42100-430	Miscellaneous		\$17.63		LUNCH-COURT TRIAL
	<b>Total EMILY MATHIOWETZ</b>		\$17.63		
<b>Paid Chk# 020831</b>	<b>2/2/2018</b>	<b>EVEREST EMERGENCY VEHICLES INC</b>			
E 231-42154-404	Repairs/Maint Machinery/Equip		\$122.33	P03387	BULBS FOR AMBULANCE
	<b>Total EVEREST EMERGENCY VEHICLES INC</b>		\$122.33		
<b>Paid Chk# 020832</b>	<b>2/2/2018</b>	<b>EXPERT T BILLING</b>			
E 231-42154-300	Professional Svcs		\$464.00		DECEMBER AMBULANCE BILLING
	<b>Total EXPERT T BILLING</b>		\$464.00		
<b>Paid Chk# 020833</b>	<b>2/2/2018</b>	<b>FRONTIER</b>			
E 101-41400-321	Telephone		\$223.06		CITY HALL PHONE-427-2999
E 101-42100-321	Telephone		\$237.15		POLICE DEPT PHONE-427-3403
E 101-43100-321	Telephone		\$65.90		STREET DEPT PHONE-427-2997
E 101-45186-321	Telephone		\$62.76		SR CTR PHONE-427-2151
E 205-46500-321	Telephone		\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430	Miscellaneous		\$115.90		UT-PHONE
	<b>Total FRONTIER</b>		\$742.27		
<b>Paid Chk# 020834</b>	<b>2/2/2018</b>	<b>FRONTIER</b>			
E 211-45500-321	Telephone		\$67.44		LIBRARY TELEPHONE
	<b>Total FRONTIER</b>		\$67.44		
<b>Paid Chk# 020835</b>	<b>2/2/2018</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
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

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January 2018 to February 2018

			Check Amt	Invoice	Comment
<b>Total GREATAMERICA FINANCIAL SVCS</b>			<b>\$140.49</b>		
Paid Chk#	020836	2/2/2018	<b>H.E.A.T. TECHNICAL TEAM</b>		
E 101-42100-313	H.E.A.T. Dues		\$585.00		2018 HEAT DUES-PD
<b>Total H.E.A.T. TECHNICAL TEAM</b>			<b>\$585.00</b>		
Paid Chk#	020837	2/2/2018	<b>HEIMAN FIRE EQUIPMENT--USE THI</b>		
E 221-42200-404	Repairs/Maint Machinery/Equip		\$48.00	0865217	ID TAGS,VELCRO EMBROIDERED-FIRE DEPT
<b>Total HEIMAN FIRE EQUIPMENT--USE THI</b>			<b>\$48.00</b>		
Paid Chk#	020838	2/2/2018	<b>INDOFF INCORPORATED</b>		
E 101-41400-200	Office Supplies		\$196.79	3046146	POST-IT NOTES,RECEIPT BOOKS
E 101-43100-200	Office Supplies		\$4.69	3050058	RICK-DESK PAD
E 205-46500-200	Office Supplies		\$55.14	3051086	BULLETIN BOARD-TABITHA
E 101-41400-200	Office Supplies		\$14.31	3051086	BLUE PENS
E 205-46500-200	Office Supplies		\$70.31	3051086	BROWN ENVELOPES-EDA
E 221-42200-210	Operating Supplies		\$1.39	3051086	PAPER CLIPS (RELIEF)
E 101-41400-200	Office Supplies		\$35.26	3053540	FILE FOLDERS
<b>Total INDOFF INCORPORATED</b>			<b>\$377.89</b>		
Paid Chk#	020839	2/2/2018	<b>INDOFF INCORPORATED</b>		
E 211-45500-200	Office Supplies		\$22.18		LIBRARY OFFICE SUPPLIES
<b>Total INDOFF INCORPORATED</b>			<b>\$22.18</b>		
Paid Chk#	020840	2/2/2018	<b>JANZEN FABRICATION</b>		
E 101-43100-404	Repairs/Maint Machinery/Equip		\$13.85	1989	ST DEPT-FLAT IRON
<b>Total JANZEN FABRICATION</b>			<b>\$13.85</b>		
Paid Chk#	020841	2/2/2018	<b>JAY SCHIED</b>		
E 101-45210-402	Repairs/Maint- Ground		\$2,241.37		INVASIVE CONTROL OF PLANTS NEAR TRAIL-GRANT
<b>Total JAY SCHIED</b>			<b>\$2,241.37</b>		
Paid Chk#	020842	2/2/2018	<b>LEAGUE OF MN CITIES-FINANCE</b>		
E 607-46330-401	Repairs/Maint Buildings		\$217.50		DEDUCTIBLE-GARAGE DOOR HERITAGE ESTATE- GLENNY SCHROEDER
<b>Total LEAGUE OF MN CITIES-FINANCE</b>			<b>\$217.50</b>		
Paid Chk#	020843	2/2/2018	<b>LEAGUE OF MN CITIES-FINANCE</b>		
E 101-42100-308	Training & Instruction		\$450.00	267640	PATROL SUBSCRIPTION-POLICE DEPT
<b>Total LEAGUE OF MN CITIES-FINANCE</b>			<b>\$450.00</b>		
Paid Chk#	020844	2/2/2018	<b>MID-AMERICAN RESEARCH CHEMICAL</b>		
E 101-45200-210	Operating Supplies		\$271.19	0626838-IN	CLEANERS FOR PARKS DEPT
<b>Total MID-AMERICAN RESEARCH CHEMICAL</b>			<b>\$271.19</b>		
Paid Chk#	020845	2/2/2018	<b>MIDSTATES</b>		
E 101-45200-404	Repairs/Maint Machinery/Equip		\$34.98	218009	STATIC PROTECTION KIT-PARKS
<b>Total MIDSTATES</b>			<b>\$34.98</b>		
Paid Chk#	020846	2/2/2018	<b>MILLER SELLNER EQUIPMENT</b>		
E 101-43100-404	Repairs/Maint Machinery/Equip		\$14.94	97102B	MIRROR FOR #11-ST DEPT
<b>Total MILLER SELLNER EQUIPMENT</b>			<b>\$14.94</b>		
Paid Chk#	020847	2/2/2018	<b>MINNESOTA DEPT OF NATURAL RES</b>		
E 507-46103-430	Miscellaneous		\$35.00		PERMIT #16F-4128 AQUATIC PLAN MANAGEMENT PERMIT

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January 2018 to February 2018

		Check Amt	Invoice	Comment
<b>Total MINNESOTA DEPT OF NATURAL RES</b>		<b>\$35.00</b>		
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Paid Chk#	020848	2/2/2018	<b>MINNESOTA ENERGY RESOURCE CORP</b>	
E 101-41400-383	Gas Utilities	\$432.62		CITY HALL GAS-ACCT#0505387558
E 221-42200-383	Gas Utilities	\$443.20		FIRE DEPT PORTION OF FIREHALL GAS-ACCT#0507634940
E 231-42154-383	Gas Utilities	\$218.29		AMB PORTION OF FIREHALL GAS-ACCT#0507634940
E 101-43100-383	Gas Utilities	\$835.07		STREET GARAGE GAS-ACCT#0503270939
E 211-45500-383	Gas Utilities	\$349.58		LIBRARY GAS-ACCT#0502593301
E 101-45186-383	Gas Utilities	\$318.83		COMM CTR GAS-ACCT#0504742031
<b>al MINNESOTA ENERGY RESOURCE CORP</b>		<b>\$2,597.59</b>		
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Paid Chk#	020849	2/2/2018	<b>MINNESOTA MUTUAL LIFE</b>	
E 101-42100-135	Employer Paid Other	\$1.70		FEBRUARY BRIAN LUNZ LIFE INSURANCE
E 101-42100-134	Employer Paid Life	\$6.80		FEBRUARY LIFE INS-POLICE DEPT
E 211-45500-134	Employer Paid Life	\$1.70		FEBRUARY LIFE INS-LIBRARY
E 101-43100-134	Employer Paid Life	\$3.06		FEBRUARY LIFE INS-ST DEPT
E 101-41400-134	Employer Paid Life	\$3.40		FEBRUARY LIFE INS-OFFICE
E 101-45200-134	Employer Paid Life	\$1.02		FEBRUARY LIFE INS-PARKS DEPT
E 101-46200-134	Employer Paid Life	\$1.02		FEBRUARY LIFE INS-CEMETERY
E 205-46500-134	Employer Paid Life	\$1.70		FEBRUARY LIFE INS-EDA ROB ANDERSON
G 101-21706	Hospitalization/Medical Ins	\$25.30		FEBRUARY LIFE INS-ROBB ANDERSON
G 101-21706	Hospitalization/Medical Ins	\$10.90		FEBRUARY LIFE INS-DARON FRIESEN
G 101-21706	Hospitalization/Medical Ins	\$12.00		FEBRUARY LIFE INS-STEVE PETERS
<b>Total MINNESOTA MUTUAL LIFE</b>		<b>\$68.60</b>		
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Paid Chk#	020850	2/2/2018	<b>MINNESOTA WEST-CANBY</b>	
E 221-42200-308	Training & Instruction	\$500.00	00225933	FD-OSHA HAZ MAT REVIEW
<b>Total MINNESOTA WEST-CANBY</b>		<b>\$500.00</b>		
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Paid Chk#	020851	2/2/2018	<b>MUNICIPAL UTILITIES</b>	
E 101-45200-380	Elec,Water,Sewer	\$89.35		LAWCON PARK
E 101-41400-380	Elec,Water,Sewer	\$321.05		CITY HALL UT
E 101-45200-380	Elec,Water,Sewer	\$178.78		CITY PARK RESTROOMS UT
E 101-45186-380	Elec,Water,Sewer	\$406.36		SR CTR UT
E 101-43100-380	Elec,Water,Sewer	\$252.36		ST DEPT UT
E 221-42200-380	Elec,Water,Sewer	\$118.40		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380	Elec,Water,Sewer	\$58.31		AMB PORTION OF FIREHALL UT
E 211-45500-380	Elec,Water,Sewer	\$459.57		LIBRARY UT
E 607-46330-380	Elec,Water,Sewer	\$6.69		4-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E 608-46330-380	Elec,Water,Sewer	\$13.00		8-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E 101-45183-380	Elec,Water,Sewer	\$0.00		UT AT CAMPGROUND
E 101-45200-380	Elec,Water,Sewer	\$26.97		UT AT CITY PARK SHELTERHOUSE
E 101-45171-380	Elec,Water,Sewer	\$1,544.21		WATER AT ICE RINK
<b>Total MUNICIPAL UTILITIES</b>		<b>\$3,475.05</b>		
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Paid Chk#	020852	2/2/2018	<b>MUNICIPAL UTILITIES</b>	
E 101-43160-381	Electric Utilities	\$4,528.89		DECEMBER STREET LIGHTING
<b>Total MUNICIPAL UTILITIES</b>		<b>\$4,528.89</b>		
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Paid Chk#	020853	2/2/2018	<b>MUSKE, MUSKE, SURHOFF</b>	
E 101-41400-304	Legal Fees	\$1,400.00		FEBRUARY LEGAL RETAINER
<b>Total MUSKE, MUSKE, SURHOFF</b>		<b>\$1,400.00</b>		
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Paid Chk#	020854	2/2/2018	<b>NORTHERN SAFETY TECHNOLOGY INC</b>	
E 101-42100-406	Vehicle Maint/Gen Repairs	\$61.24	45166	DOCKING STATION LIGHT FOR SQUAD

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January 2018 to February 2018

		Check Amt	Invoice	Comment
tal NORTHERN SAFETY TECHNOLOGY INC		\$61.24		
Paid Chk#	020855	2/2/2018	NORTHLAND SECURITIES	
E 101-00000-430	Miscellaneous	\$1,625.00		ANNUAL DISCLOSURE REPORT
Total NORTHLAND SECURITIES		\$1,625.00		
Paid Chk#	020856	2/2/2018	PRAXAIR	
E 231-42154-210	Operating Supplies	\$118.71	80963105	OXYGEN FOR AMBULANCE
Total PRAXAIR		\$118.71		
Paid Chk#	020857	2/2/2018	PRO-VISION	
E 101-42100-430	Miscellaneous	\$86.55	310621	CHARGER FOR MIC RACK-PD
Total PRO-VISION		\$86.55		
Paid Chk#	020858	2/2/2018	RDO EXCH 80-5800	
E 101-43100-550	Motor Vehicles	\$20,000.00		2017 JD672G MOTOR GRADER
E 101-43100-540	Heavy Machinery	\$264,846.00		2017 JD672G MOTOR GRADER
Total RDO EXCH 80-5800		\$284,846.00		
Paid Chk#	020859	2/2/2018	SANFORD HEALTH	
E 221-42200-430	Miscellaneous	\$139.00	12/22/17	PHYSICAL FOR A. KLASSEN-FIRE DEPT
Total SANFORD HEALTH		\$139.00		
Paid Chk#	020860	2/2/2018	THIRD AVENUE AUTO PARTS	
E 101-42100-406	Vehicle Maint/Gen Repairs	(\$4.86)		EARLY PAY DISCOUNT
E 101-43100-404	Repairs/Maint Machinery/Equip	\$135.50	S164963	OIL & AIR FILTER-320D SKIDLOADER
E 101-42100-406	Vehicle Maint/Gen Repairs	\$5.78	S165190	WASHER FLUID-PD
E 101-42100-406	Vehicle Maint/Gen Repairs	\$134.86	S165255	BATTERY-PD
E 101-42100-406	Vehicle Maint/Gen Repairs	\$119.19	S165284	BATTERY-PD 2010 FORD
E 101-43100-215	Shop Supplies	\$84.89	S165299	RETRACT CORD REEL-ST DEPT
E 101-43100-404	Repairs/Maint Machinery/Equip	\$5.78	S165321	WASHER FLUID-ST DEPT
E 101-42100-406	Vehicle Maint/Gen Repairs	\$3.89	S165385	GAL CAR WASH-PD
E 101-42100-406	Vehicle Maint/Gen Repairs	\$17.34	S165412	WASHER FLUID-PD
Total THIRD AVENUE AUTO PARTS		\$502.37		
Paid Chk#	020861	2/2/2018	TOWNS EDGE AUTO	
E 231-42154-404	Repairs/Maint Machinery/Equip	\$77.56	80765	OIL,GREASE, FILTER-2010 AMBULANCE
Total TOWNS EDGE AUTO		\$77.56		
Paid Chk#	020862	2/2/2018	VERIZON	
E 101-42100-321	Telephone	\$10.26		POLICE CELL PHONE
E 231-42154-321	Telephone	\$9.28		AMB CELL PHONE
E 101-42100-321	Telephone	\$35.01		PD TABLET #1
E 101-42100-321	Telephone	\$35.03		PD TABLET #2
E 231-42154-321	Telephone	\$35.01		AMB JET PACK
Total VERIZON		\$124.59		
Paid Chk#	020863	2/2/2018	WDR #54	
E 101-43100-430	Miscellaneous	\$16.00		TABS FOR ST DEPT-06 ALUM TRAILER
E 101-45200-430	Miscellaneous	\$16.00		TABS FOR PARKS- 98 DCT TRAILER
Total WDR #54		\$32.00		
Paid Chk#	020864	2/2/2018	WENDY MEYER	
E 485-46300-434	Project Expense	\$71.26		MILEAGE & RECORDING OF PLAT FOR COMMERCIAL PARK
Total WENDY MEYER		\$71.26		

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**\*Check Detail Register©**

January 2018 to February 2018

			Check Amt	Invoice	Comment
Paid Chk#	020865	2/2/2018	WILLIAM POHLMAN		
E 101-42100-205	Uniforms		\$37.80		POCKET FLASHLIGHT
E 101-42100-205	Uniforms		\$12.99		MIC CLIP
	<b>Total</b>	WILLIAM POHLMAN	\$50.79		
	<b>10100</b>	<b>United Prairie</b>	\$338,356.48		

**Fund Summary**

<b>10100</b>	<b>United Prairie</b>	
101	GENERAL FUND	\$331,629.89
205	ECONOMIC DEVELOPMENT AUTHORITY	\$445.27
211	LIBRARY FUND	\$1,744.61
221	FIRE DEPT FUND	\$1,249.99
230	REVOLVING LOAN FUND	\$92.00
231	AMBULANCE FUND	\$2,851.27
485	ML COMM PARK-INFRASTRUCTURE	\$71.26
507	LAKE COMMISSION FUND	\$35.00
607	EDA----4 PLEX FUND	\$224.19
608	EDA----8 PLEX FUND	\$13.00
		\$338,356.48

Paid Chk#	000526E	1/31/2018	UNITED PRAIRIE BANK		
E 101-41400-301	Auditing and Acct g Services		\$25.00		JANUARY ACH FEE
	<b>Total</b>	UNITED PRAIRIE BANK	\$25.00		

7

**DRAFT**  
**Regular Council Meeting**  
**Mountain Lake City Hall**  
**Tuesday, January 16, 2018**  
**5:45 p.m.**

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

Members Absent: Ysker was absent 6 p.m. to 7:35 p.m. due an ambulance call

Staff Present: Wendy Meyer, Clerk/Administrator; Maryellen Suhrhoff, City Attorney, Muske, Suhrhoff and Pidde; Rick Oeltjenbruns, Street Superintendent

Others Present: Michael Watkins, Jason Kruser, Boy Scouts; Kelly Watkins; Mary Oeltjenbruns, Bertha Klassen, Jerry Logue, Loaves and Fishes Food Shelf; Karen Stoesz; Vicki Beckendorf, Observer/Advocate; County Commissioner Tom Appel; Doug Regehr; Daryl Dick

**Call to Order**

The meeting was called to order by Mayor Nelson at 4:45 p.m. at the Loaves and Fishes Food Shelf located in the Community Center.

**Loaves and Fishes Food Shelf**

Oeltjenbruns, Klassen, and Logue explained various aspects of the food shelf's operation and discussed the limited space for display and storage of food, and other problems. Other areas of the building were toured. Possible solutions to the problems identified were discussed.

**Approval of Agenda and Consent Agenda**

The council returned to City Hall. Motion by Kass, seconded by Savage, to add 3k. Approve January 9 Council Special Meeting Minutes, and 11d. City Hall Computer Quote. Motion carried. Motion by Kass, seconded by Kruser, to adopt the agenda and approve the consent agenda as amended. Motion carried.

Bills: Check #'s 20716 – 20797, 522E-524E  
Payroll Checks #'s 63638 - 63668  
January 2 Council Minutes  
December 7, 2017 EDA Minutes  
October 9, 2017 Tree Commission Minutes  
December 20, 2017 Library Board Minutes, December Library Report and December Expenditures  
December 27, 2017 Utility Commission Minutes  
December 19, 2017 Police Commission Minutes  
Appoint Shelby Medina to Tree Commission and Planning and Zoning Commission  
Resolution #2-18, Accepting Harder Gift of \$9,000 on behalf of Tree Commission

## January 9 Special Council Minutes

### **Public**

Karen Stoesz discussed the problems she sees with the j-turns now under consideration for the three entrances into Mt. Lake from Hwy. 60. She also suggested alternatives.

### **Boy Scouts – Request to waive Community Center Rent**

Michael Watkins, on behalf of the troop asked the council to waive the rental fee for the troop's February 11 pancake breakfast. Funds raised are used by the members to attend Boy Scout camp. Motion by Kruser, seconded by Kass, to waive the fee. Motion carried unanimously.

### **Street Department Work List**

The list of department activities for the past month was reviewed and discussed with Superintendent Rick Oeltjenbruns.

### **Paving Campground North Entry**

A quote from M.R. Paving, New Ulm to pave the campground's north entry from Prince St. south to the check-in sign/box during the 2018 construction season was discussed. Motion by Kass, seconded by Savage, to hire M.R. to pave a 2,492 square foot area with 4 inches of hot mix asphalt at a cost of \$8,960. Motion carried. The project will be paid for from the street department's reserves.

### **Street Shop Lights Replacement**

A quote from Duerksen Electric, Windom, for street shop LED lights was discussed. Oeltjenbruns was directed to get a second quote.

### **Library Project Update**

The contractor has set a tentative date to start work. Three carpet quotes have been received and two more are expected. The administrator and library director are requesting council approval to purchase carpet once all quotes are received so the project can move forward as smoothly and quickly as possible. Motion by Savage, seconded by Kass, authorizing the administrator and library director to purchase carpet not to exceed \$22,000. Motion carried.

### **Sub-Station Project, Progress Billing #3 and #4**

Motion by Savage, seconded by Kruser, to approve payment to Conductor Power, Brainerd, MN in the amounts of \$339,630, billing #3, and \$74,745 billing #4. Motion carried.

### **Hwy. 60 Upgrade**

The meeting held January 11 was discussed with Commissioner Appel and others present. Information provided at the meeting and following the January 11 meeting was reviewed. Problems with the solutions proposed by the MN Department of Transportation (MNDOT) were identified. Alternate solutions were raised and considered. The Council and Commission intend to hold a public meeting where public comment would be taken. After some discussion it was determined that a public meeting

would be tentatively held Monday February 12 at the Mountain Lake Community Center. A joint meeting of the council and commission will begin at 6 p.m. during which presentations will be made by MNDOT and the State Patrol. Following the presentations the council and commission will have an opportunity to discuss and ask questions of MNDOT and the State Patrol. At 7 p.m. the floor will be opened to the public for questions and comments.

**City Attorney Report**

The revised police fine list and the incorporation into the code of amendments adopted since the code was revised in 2006 were discussed.

**‘Coffee With The Council’**

The next ‘Coffee With The Council’ will be held at noon on Wednesday, February 28 at Jubilee Food/Peacemeals. Mike Nelson and Andy Ysker will attend.

**Local Board of Appeal and Equalization (LBAE) Training**

The council was reminded the on-line training must be completed by February 1.

**PIN 22.610.0803 Special Assessment Waiver Request**

A request to waive the special assessment on the parcel was discussed. The administrator will do more research and report back at the next meeting.

**City Hall Computers**

The system does not work smoothly at times due to varying age of hardware and software. On-site back-up also needs to be addressed. Computer Lodge, the city’s IT consultant, is recommending upgrades to correct these problems. Motion by Savage, seconded by Kass, to purchase five new computers, a Windows 10 license for all city hall computers, and hardware and software to increase on-site back-up. Motion carried.

**Adjourn**

The meeting was adjourned at 7:55 p.m.

ATTEST:

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Wendy Meyer, Clerk/Administrator

**DRAFT**  
**Special Council Meeting**  
**Mountain Lake City Hall**  
**Friday, January 26, 2018**  
**Noon**

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

Members Absent: David Savage

Staff Present: None

Others Present: Liza Donabauer, David Drown and Associates Human Resources (DDA)

**Call to Order**

The meeting was called to order by Mayor Nelson at Noon.

**City Profile, Administrator Duties, Salary Range**

The city profile and administrator duties were discussed. Motion by Ysker, seconded by Kass, to increase the salary range by 10%. Motion carried unanimously.

**Search Schedule**

The schedule was reviewed. April 5 was selected as tentative interview date.

**Adjourn**

The meeting was adjourned.

ATTEST:

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Mike Nelson, Mayor

**City of Mountain Lake  
Planning and Zoning Commission  
Monday, October 23, 2017  
7:30 PM  
City Hall**

Members Present: Bryan Bargaen, Dean Janzen, Doug Regehr, Tim Swoboda,  
Members Absent: Sharron Hanson, Nik Strom, Council Liaison Andy Ysker  
Staff Present: Wendy Meyer, Clerk/Administrator  
Others Present: Joe Lucht, Anderson Engineering of MN, LLC

**Call to Order**

The meeting was called to order at 7:30 PM.

**Agenda and Minutes**

There were no additions to the agenda. Motion by Janzen, seconded by Regehr, to approve the August 22 minutes. Motion carried.

**Approval of Building Permits, July 28 through October 19**

The permits will briefly reviewed. All projects meet city code zoning requirements. Motion by Swoboda, seconded by Janzen, to approve the building permits. Motion carried.

**Public Hearing – JLJR Midway LLC and Brenda Harder Property Split**

The public hearing was opened at 7:33 p.m. The two property owners are petitioning for a split of a .08 acre tract from each of their properties and the attachment to the property of the other. The maps, draft findings of fact, and legal descriptions were reviewed. The two properties after the .08 acre split and swap will meet the lot size, setback, access, and utility requirements of city code. No one from the public was present to make comments or ask questions. The City has not received any written comments or questions. The public hearing was closed at 7:37 p.m. Motion by Janzen, seconded by Regehr to recommend approval of the split and transfer to the city council. Motion carried.

**Public Hearing – JLJR Midway LLC and Zarembo Group/Dollar General Property Split**

The public hearing was opened at 7:38 p.m. Joe Lucht, Anderson Engineering on behalf of the Zarembo Group/Dollar General briefly explained the tentative plans for the lot being split off by JLJR and sold to them. The company intends to build a 9000 sq. ft. building on the 1.34 acre lot. The maps, draft findings of fact and legal description were reviewed. The two properties after the 1.34 acre split will meet the lot size, lot width, access and utility requirements of city code. No one from the public was present to make comments or ask question. The City has not received any written comments or questions. The public hearing was closed at 7:44 p.m.

Motion by Swoboda, seconded by Janzen, to recommend approval of the split and transfer to the city council. Motion carried.

**Adjourn**

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

**Approved January 29, 2017.**

ATTEST:

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Wendy Meyer, Clerk/Administrator

**City of Mt. Lake Building Permits  
October 19, 2017 - January 29, 2018**

<b>Mechanical</b>								
Fredericksen	Ron	801 5th Ave.	22.520.1830	M	Handy H & C, John Hall	Champion furnace		
EDA		401 Heritage Dr.	22.611.0010	M	Handy H & C, John Hall	Champion furnace		
Fast Farms		600 2nd Ave.	22.413.0090	M	Handy H & C, John Hall	Champion furnace		
Bauer	Dan	1022 Mt. Lake Rd.	22.442.0050	M	Handy H & C, John Hall	Champion furnace		
Telles	Allen	329 9th St. So.	22.169.0071	M	Handy H & C, John Hall	Champion furnace		
<b>Six Month Extension</b>								
Siebert	Micah	1406 Second Avenue	22.610.0150	B	Self, Issued 8-1-17, #40-17	Basement remodel		



**Mountain Lake Utilities Commission Meeting**  
**Thursday, January 11, 2018**  
**Mountain Lake City Hall**  
**7 AM**

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

Members Absent: John Carrison, Brett Lohrenz

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

Others Present: None

**Call to Order**

The meeting was called to order at 7 AM. There were no additions to the agenda.

**Election of Officers**

M. Johnson nominated Mark Langland for chair. There were no other nominations.

Motion by M. Johnson, seconded by T. Johnson, that nominations cease and a unanimous ballot be cast for Langland. Motion carried.

T. Johnson nominated John Carrison for vice-chair. There were no other nominations.

Motion by T. Johnson, seconded by M. Johnson, that nominations cease and a unanimous ballot be cast for Carrison. Motion carried.

**Approval of Minutes and Bills**

Motion by M. Johnson, seconded by T. Johnson, to approve the December 27 minutes and Check Numbers 17708 - 17750. Motion carried.

**Water/Wastewater Activities**

Watkins told the commission that there were off and on problems with the reverse osmosis system January 4 through January 8. The problems have been corrected and the system is working at full capacity. Several lift stations have had maintenance work done recently and there will be maintenance work on another lift station later this year.

**MN Department of Health Inspection Report**

The report of the December 18 inspection of the water treatment plant was briefly

discussed.

### **Fairbanks Engine Maintenance**

Melson told the commission that Farabee Mechanical has completed the inspection and repair of Unit #4. He is recommending that Farabee be hired to inspect and repair Units #2 and #5.

Farabee has quoted \$6,597 per unit with a discount of approximately \$1000 if the inspections are conducted concurrently. There are some funds in the budget for engine maintenance. The cost if significant problems are found was discussed. Motion by M. Johnson, seconded by T. Johnson, to have both units inspected and prioritize Unit #2 if costly repairs are required and funding becomes an issue. Motion carried. Melson will keep the commission informed.

### **Sub-station Update**

Meyer made the commission aware of that a permit required by the Union Pacific Railroad to work in its right-of-way had expired and the work has not yet been done. The project's engineers at Utilities Plus Energy Service (UPES) are in contact with the railroad

### **Adjourn**

The meeting was adjourned at 7:28 a.m.

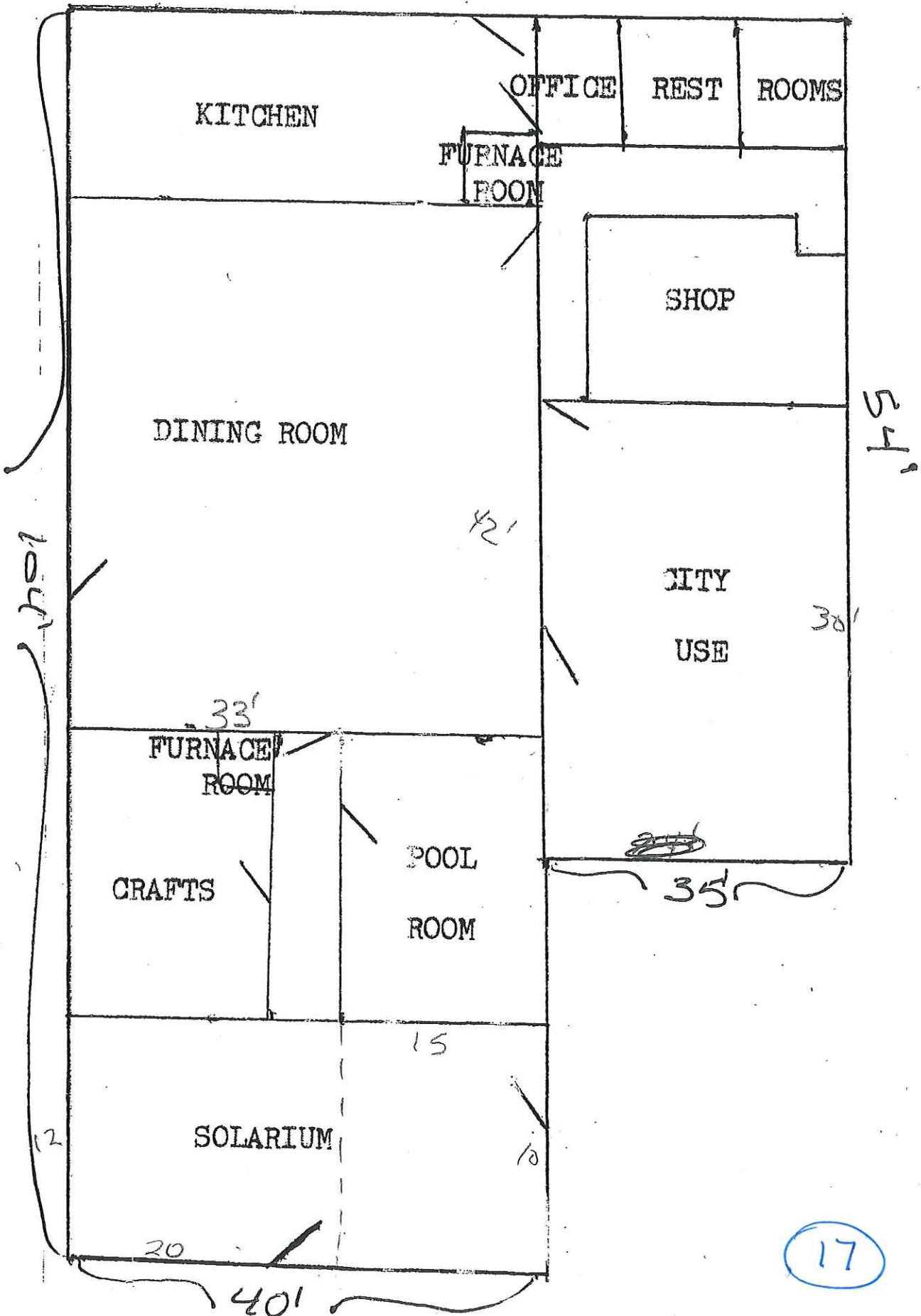
**Approved January 25, 2018.**

ATTEST:

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Wendy Meyer, Clerk/Administrator

FLOOR PLAN for the SENIOR CENTER



**CITY OF MOUNTAIN LAKE  
Fire Dept Budget Worksheet**

Act Code	Last Dim Descr	2018 YTD Budget	2018 YTD Amt	Balance	2018 % of Budget	2019 Budget	UnderLine
221-42200-100	Wages and Salaries	\$26,657.00	\$0.00	\$26,657.00	0.00%	\$0.00	_____
221-42200-122	FICA	\$2,039.00	\$0.00	\$2,039.00	0.00%	\$0.00	_____
221-42200-124	Fire Pension Contributions	\$14,000.00	\$0.00	\$14,000.00	0.00%	\$0.00	_____
221-42200-151	Worker s Comp Ins Prem	\$5,000.00	\$0.00	\$5,000.00	0.00%	\$0.00	_____
221-42200-210	Operating Supplies	\$1,000.00	\$1.39	\$998.61	0.14%	\$0.00	_____
221-42200-212	Motor Fuels	\$2,000.00	\$0.00	\$2,000.00	0.00%	\$0.00	_____
221-42200-304	Legal Fees	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
221-42200-305	Dispatching Fees	\$50.00	\$15.75	\$34.25	31.50%	\$0.00	_____
221-42200-308	Training & Instruction	\$6,500.00	\$500.00	\$6,000.00	7.69%	\$0.00	_____
221-42200-321	Telephone	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
221-42200-323	Radio/Pager maintenance	\$2,784.00	\$0.00	\$2,784.00	0.00%	\$0.00	_____
221-42200-362	Property Ins	\$600.00	\$0.00	\$600.00	0.00%	\$0.00	_____
221-42200-363	Automotive Ins	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$0.00	_____
221-42200-380	Elec,Water,Sewer	\$2,800.00	\$118.40	\$2,681.60	4.23%	\$0.00	_____
221-42200-383	Gas Utilities	\$3,000.00	\$443.20	\$2,556.80	14.77%	\$0.00	_____
221-42200-386	Other Utilities	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
221-42200-401	Repairs/Maint Buildings	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$0.00	_____
221-42200-404	Repairs/Maint Machinery/E	\$10,000.00	\$48.00	\$9,952.00	0.48%	\$0.00	_____
221-42200-430	Miscellaneous	\$4,000.00	\$139.00	\$3,861.00	3.48%	\$0.00	_____
221-42200-433	Dues and Subscriptions	\$750.00	\$187.00	\$563.00	24.93%	\$0.00	_____
221-42200-500	Capital Outlay	\$22,277.38	\$0.00	\$22,277.38	0.00%	\$0.00	_____
221-42200-505	Township Equip Reserve	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
221-42200-520	Buildings and Structures	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
221-42200-530	Improvements Other Than	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
221-42200-550	Motor Vehicles	\$0.00	\$85,329.00	-\$85,329.00	0.00%	\$0.00	_____
221-42200-560	Furniture and Fixtures	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
221-42200-580	Other Equipment	\$8,000.00	\$15,340.00	-\$7,340.00	191.75%	\$0.00	_____
221-42200-602	Other Long-Term Oblig Prin	\$6,400.00	\$0.00	\$6,400.00	0.00%	\$0.00	_____
221-42200-610	Interest	\$800.00	\$0.00	\$800.00	0.00%	\$0.00	_____
221-42200-700	Transfers	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
		\$123,657.38	\$102,121.74	\$21,535.64	82.58%	\$0.00	

2018 Freightliner M-2106 chassis  
with Rosenbauer FX apparatus

#319,729

USDA loan \$125,000, 3.25%, 15yr

PeI - approx \$10,500/yr.

**CITY OF MOUNTAIN LAKE**  
**Fire Dept Revenue Budget Worksheet**

Account Descr	2018 YTD Budget	2018 YTD Amt	Balance	% of Budget	2019 Budget UnderLine
<b>FUND 221 FIRE DEPT FUND</b>					
DEPT 42200 Fire Department					
R 221-42200-31000 General Property	\$41,205.10	\$0.00	\$41,205.10	0.00%	\$0.00 _____
R 221-42200-33100 Federal Grants a	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-33400 State Grants and	\$0.00	\$4,500.00	-\$4,500.00	0.00%	\$0.00 _____
R 221-42200-33401 Local Governmen	\$35,517.28	\$0.00	\$35,517.28	0.00%	\$0.00 _____
R 221-42200-33416 Training /Vest R	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-33420 State Aid - Fire	\$14,000.00	\$0.00	\$14,000.00	0.00%	\$0.00 _____
R 221-42200-33620 Other County Gr	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-34200 Public Safety Ch	\$12,000.00	\$0.00	\$12,000.00	0.00%	\$0.00 _____
R 221-42200-34210 Township Equip	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-35250 Township Contra	\$20,835.00	\$0.00	\$20,835.00	0.00%	\$0.00 _____
R 221-42200-36200 Miscellaneous Re	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-36210 Interest Earnings	\$100.00	\$0.00	\$100.00	0.00%	\$0.00 _____
R 221-42200-36230 Donations & Con	\$0.00	\$50.00	-\$50.00	0.00%	\$0.00 _____
R 221-42200-39103 Sale of Lands/Eq	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-39203 Transfer from Ot	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-39300 Proceeds-Gen Lo	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
R 221-42200-39310 Proceeds-Gen O	\$0.00	\$0.00	\$0.00	0.00%	\$0.00 _____
DEPT 42200 Fire Department	\$123,657.38	\$4,550.00	\$119,107.38		\$0.00 _____
<b>FUND 221 FIRE DEPT FUND</b>	<b>\$123,657.38</b>	<b>\$4,550.00</b>	<b>\$119,107.38</b>		<b>\$0.00 _____</b>
	<b>\$123,657.38</b>	<b>\$4,550.00</b>	<b>\$119,107.38</b>		<b>\$0.00</b>

(19)

CITY OF MOUNTAIN LAKE

GL Yearly

Current Period: February 2018

FUND 221	FIRE DEPT FUND	February 2018					Balance
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	
<b>Asset</b>							
	G 221-10100 Cash	\$252,647.72	\$0.00	\$1,249.99	\$4,550.00	\$102,121.74	\$155,075.98
	G 221-10152 Savings - Special	\$143,244.72	\$0.00	\$0.00	\$0.00	\$0.00	\$143,244.72
	G 221-10400 Investments at Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 221-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 221-10700 Taxes Receivable-Delinquent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 221-11500 Accounts Receivable	\$2,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,150.00
	G 221-13200 Due From Other Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 221-15500 Prepaid Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>Total Asset</b>	<b>\$398,042.44</b>	<b>\$0.00</b>	<b>\$1,249.99</b>	<b>\$4,550.00</b>	<b>\$102,121.74</b>	<b>\$300,470.70</b>
<b>Liability</b>							
	G 221-20200 Accounts Payable	(\$805.68)	\$0.00	\$0.00	\$0.00	\$0.00	(\$805.68)
	G 221-20801 Rural Dvlp Loan - Fire Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 221-21703 FICA Tax Withholding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 221-22200 Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>Total Liability</b>	<b>(\$805.68)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$805.68)</b>
<b>Equity</b>							
	G 221-24120 Fund Balance Reserved-Fire	(\$17,129.44)	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,129.44)
	G 221-25300 Unreserved Fund Balance	(\$380,107.32)	\$1,249.99	\$0.00	\$102,121.74	\$4,550.00	(\$282,535.58)
	<b>Total Equity</b>	<b>(\$397,236.76)</b>	<b>\$1,249.99</b>	<b>\$0.00</b>	<b>\$102,121.74</b>	<b>\$4,550.00</b>	<b>(\$299,665.02)</b>
<b>Total 221 FIRE DEPT FUND</b>		<b>\$0.00</b>	<b>\$1,249.99</b>	<b>\$1,249.99</b>	<b>\$106,671.74</b>	<b>\$106,671.74</b>	<b>\$0.00</b>

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**CITY OF MOUNTAIN LAKE**  
**Fund Balances Working Funds**

Account Descr	Current Balance
<b>FUND 101 GENERAL FUND</b>	
G 101-10100 Cash	\$478,226.56
G 101-10150 Savings	\$96,666.28
G 101-10152 Savings - Special	\$677,276.35
G 101-10400 Investments at Cost	\$0.00
G 101-10403 Investments-Northland	\$417,400.36
<b>FUND 101 GENERAL FUND</b>	<b>\$1,669,569.55</b>
<b>FUND 202 2014 SMALL CITIES DEVELOP PROG</b>	
G 202-10100 Cash	\$213.88
G 202-10150 Savings	\$0.00
<b>FUND 202 2014 SMALL CITIES DEVELOP PR</b>	<b>\$213.88</b>
<b>FUND 205 ECONOMIC DEVELOPMENT AUTHORITY</b>	
G 205-10100 Cash	\$57,220.80
G 205-10150 Savings	\$0.00
G 205-10152 Savings - Special	\$10,000.00
G 205-10400 Investments at Cost	\$0.00
<b>FUND 205 ECONOMIC DEVELOPMENT AUT</b>	<b>\$67,220.80</b>
<b>FUND 211 LIBRARY FUND</b>	
G 211-10100 Cash	\$99,105.58
G 211-10150 Savings	\$0.00
G 211-10152 Savings - Special	\$60,601.11
G 211-10400 Investments at Cost	\$0.00
<b>FUND 211 LIBRARY FUND</b>	<b>\$159,706.69</b>
<b>FUND 221 FIRE DEPT FUND</b>	
G 221-10100 Cash	\$155,075.98
G 221-10152 Savings - Special	\$143,244.72
G 221-10400 Investments at Cost	\$0.00
<b>FUND 221 FIRE DEPT FUND</b>	<b>\$298,320.70</b>
<b>FUND 231 AMBULANCE FUND</b>	
G 231-10100 Cash	\$61,240.92
G 231-10150 Savings	\$203.90
G 231-10152 Savings - Special	\$133,596.39
G 231-10400 Investments at Cost	\$0.00
<b>FUND 231 AMBULANCE FUND</b>	<b>\$195,041.21</b>
<b>FUND 303 TIF #1-5 POPD KERNS</b>	
G 303-10100 Cash	-\$78,002.20
G 303-10400 Investments at Cost	\$0.00
<b>FUND 303 TIF #1-5 POPD KERNS</b>	<b>-\$78,002.20</b>
<b>FUND 307 LAKEVIEW ESTATES-2007-2015A</b>	
G 307-10100 Cash	-\$980.77
G 307-10152 Savings - Special	\$0.00
G 307-10400 Investments at Cost	\$0.00
G 307-10403 Investments-Northland	-\$0.54
<b>FUND 307 LAKEVIEW ESTATES-2007-2015A</b>	<b>-\$981.31</b>
<b>FUND 308 2011 BOND REFUND-06 ST PROJ</b>	
G 308-10100 Cash	-\$4,767.90
G 308-10403 Investments-Northland	\$0.00



# Fire Dept

	2016	2016	2016	2016	2017	2017	2017
	Number of	2016 Yearly	<u>Equipment</u>	Number of	2017 Yearly	Number of	<u>Equipment</u>
	Sections @	<u>Operation &amp;</u>	<u>Capital Fund</u>	Sections @	<u>Operation &amp;</u>	Sections @	<u>Capital Fund</u>
	\$155	<u>Maintenance</u>	<u>Payments @</u>	\$165	<u>Maintenance</u>	\$165	<u>Payments @</u>
			\$155 per section				\$155 per section
Kimball Township	14	\$2,170.00		14	\$2,310.00		
Carson Township	18	\$2,790.00		18	\$2,970.00		
Mountain Lake Township	36	\$5,580.00	\$5,580.00	36	\$5,940.00		\$5,580.00
Midway Township	35	\$5,425.00	\$5,425.00	35	\$5,775.00		\$5,425.00
Selma Township	5	\$775.00	\$775.00	5	\$825.00		
Lakeside Township	11	\$1,705.00	\$1,705.00	11	\$1,815.00		\$1,705.00
	119	<b>\$18,445.00</b>	<b>\$13,485.00</b>	119	<b>\$19,635.00</b>		<b>\$12,710.00</b>



# SECTION RATES FOR FIRE DEPT

2014	\$135
2015	\$145
2016	\$155
2017	\$165
<u>2018</u>	<u>\$175</u>

COUNCIL APPROVED AT FEBRUARY 4, 2013 MEETING

	<u>Operation and</u>	
	<u>Maintenance</u>	<u>Equipment Fee</u>
2018	\$175	\$155
2019	\$175	\$155
2020	\$175	\$155
2021	\$175	\$155

Council approved at \_\_\_\_\_ meeting

## PLUM CREEK LIBRARY SYSTEM AGENCY AGREEMENT

This agreement is made pursuant to Minn. Stat. §§ 471.59 and 134.20 and entered into by and among the counties of Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, and Rock; by the cities within said counties including: Edgerton, Fulda, Hendricks, Ivanhoe, Lake Benton, Lamberton, Marshall, Minneota, Morgan, Mountain Lake, Pipestone, Redwood Falls, Slayton, Tracy, Tyler, Wabasso, Westbrook, and Windom, each of which are political subdivisions organized and existing under the Constitution and laws of the State of Minnesota; and by the libraries established by said counties and cities; and the School District of Pipestone pursuant to its agreement with the City of Pipestone authorized by Minn. Stat. 134.195, hereinafter collectively referred to as "Members", and individually as "Member" which are signatories to this "Agreement."

The Members have agreed that the extension and improvement of public library services within these jurisdictions can be accomplished as authorized and described within this agreement.

### I. PURPOSE

- A. The signatory Members have come together under Minnesota Statutes to participate in a Regional Public Library System known as Plum Creek Library System, and to extend and improve library services for citizens who live in their jurisdictions. As such, the Members recognize the advantages of this collaborative effort, which include:
  1. Shared materials and resources for wider access;
  2. Collective purchasing of digital and other materials and resources, particularly those that would be financially difficult for Member Libraries to purchase individually;
  3. A stronger voice in advocating to regional, state and national funders and organizations;
  4. A forum to create new collaborations for programming and shared collections, as well as learn from each other's experiments, pilots, and explorations of new services, ideas, and processes.
  
- B. All Member Libraries are required to participate in these Plum Creek Library System collaborative efforts:
  1. The shared integrated library system (ILS) and public catalog of materials; and
  2. A delivery system to move materials among the member libraries.
  
- C. In addition, Member Libraries are encouraged to participate in other Plum Creek Library System collaborative efforts which may include, but are not limited to:
  1. Specialized collections that rotate among Member Libraries;
  2. Shared programming; and
  3. Technology support.

## II. BOARD OF TRUSTEES

### A. Membership

The Board of Trustees of the Plum Creek Library System shall consist of two representatives from each Member County. One of these representatives shall be appointed by the County Commissioners from among its members. The second of these representatives shall be chosen from among the boards of the Member Libraries in that county. In counties with a population of greater than 15,000 residents, an additional representative will be selected from the Member Library boards.

Representatives from library boards shall be determined using a method agreed upon by the library boards in each county.

### B. Term of Office

Trustees appointed by County Commissioners shall be appointed for a term of one year and Trustees selected from library boards shall be appointed for a term of 3 years. Trustee terms shall be staggered so approximately an equal number of terms shall expire each year. No Trustee shall serve for more than nine consecutive years. Any Trustee who has served a full nine years may return to the Board of Trustees after at least one full year of non-membership. In the event a Trustee shall cease to be a member of the appointing authority, the Trustee shall resign from the Board of Trustees and a replacement shall be selected by the appointing authority for the remainder of the term. Any Trustee who is unable to attend more than two consecutive Board of Trustee meetings shall notify the appropriate appointing authority, which shall appoint either an alternate or a replacement as the appointing authority deems appropriate.

### C. Duties of Trustees

#### 1. Meetings

The Board of Trustees shall hold no fewer than 6 regular meetings per year at such time and place as the Board of Trustees may determine. These meetings shall be open to the public and the approved minutes shall be made available to the public on request. The chairperson of the Board of Trustees or any 5 Trustees may call a special meeting by giving at least 2 weeks' notice to all Trustees; and the Board of Trustees may hold special meetings at any time by unanimous consent, with due public notification as outlined in Minn. Stat. §13D.01.

#### 2. Annual Meeting

The Board of Trustees shall hold an annual meeting at such time and place as the Board of Trustees may determine. The purpose of this meeting shall be to discuss the status of the Plum Creek Library System.

#### 3. Officers of the Board of Trustees

At its final meeting each year, the Board of Trustees shall elect a chair, vice-chair/chair elect, secretary, and treasurer. These officers and the immediate past chair, meeting together, shall compromise the Executive Committee.

- a. Executive Committee  
The purpose of the Executive Committee shall be to advise the Director. The Executive Committee shall have the authority to act on behalf of the Board of Trustees in cases of emergency in which a meeting of the Board of Trustees is impossible. All actions taken by the Executive Committee shall be approved by the Board of Trustees at its next meeting. All meetings of the Executive Committee shall be posted and open to the public.
- b. Compensation of Trustees  
Trustees shall serve without compensation from Plum Creek Library System. Plum Creek Library System shall provide mileage reimbursement to those Trustees attending duly noticed meetings or otherwise attending to Plum Creek Library System business, in an amount equal to the Federal mileage allowance set by the IRS each year.
- c. Quorum and Voting  
A quorum shall consist of a majority of Trustees. A simple majority vote of the Trustees present at a meeting with a valid quorum shall be required for the Board of Trustees to take action, unless otherwise provided in this Agreement or by law. There shall be no voting by proxy, except as otherwise provided in this Agreement or by law. Each Trustee shall have one (1) vote.

4. Specific Authority of the Board of Trustees

The Board of Trustees shall have the authority to carry out and transact all business on behalf of the Plum Creek Library System, including the following:

- a. Accepting Funds  
The Board of Trustees shall have the authority to accept any county, local, state, or federal funds made available to the Plum Creek Library System and any funds paid to it by Member Libraries, to disburse such funds for the benefit of library service in the region according to such rules and regulations as may cover the use of county, local, state, and federal funds, and are adopted by the Board of Trustees. The Board of Trustees shall also have the authority to accept funds from foundations and other grant sources and donations from individuals and groups.
- b. Hiring Personnel  
The Board of Trustees shall hire a qualified director, who shall hire any additional staff the Board of Trustees deems necessary to carry out the service programs of Plum Creek Library System. The Board of Trustees shall have no authority over the staff of any Member Library.
- c. Advisory Council  
The Board of Trustees shall create an Advisory Council consisting of the head librarian/director (or a designated alternate) of each Member Library. It shall be the function of the Advisory Council to assist the Board of Trustees in identifying necessary services, supervising the management of the programs of the Plum Creek Library System, and providing a forum for idea sharing among the Member Libraries.

The Advisory Council shall elect one of its members to serve as a liaison to the Board of Trustees and said liaison shall attend the Board of Trustees meetings.

5. By-Laws

The Board of Trustees shall maintain a set of by-laws governing its operation. Such by-laws shall be established, amended, or repealed by a majority vote of the Board of Trustees.

6. Contractual Agreements

The Board of Trustees shall have the authority to enter into contractual agreements with other entities for the benefit of the Library System. Any agreement having a direct financial impact upon Member Libraries shall be discussed and voted upon by the Advisory Council before action may be taken by the Board of Trustees.

7. Collection and Accumulation of Funds

The Board of Trustees may collect money, subject to the provisions of this Agreement, from its Members and from any other source(s) authorized by law. The Board of Trustees may assess and collect reasonable charges from the Member Libraries. The Board of Trustees may accumulate reserve funds for the purposes herein mentioned and may invest funds of the Plum Creek Library System not currently needed for its operations.

8. Review of Agreement

This Agreement shall be reviewed for possible revision as deemed necessary by the Board of Trustees or a majority of its signatories, but not less frequently than every 10 years.

### III. AUDITS

- A. The Board of Trustees shall cause to be made an annual audit of the books and accounts of the Board of Trustees and shall make and file a report to its Members at least once each year. Strict accountability of all funds and report of all receipts and disbursements shall be made.
- B. The Board of Trustee's books, reports and records shall be available for and open to inspection by its Members and to the public at all reasonable times pursuant to Minnesota Statutes, Chapter 13. The Board of Trustees shall maintain financial records which shall be subject to audit for a minimum of six years pursuant to Minnesota Statutes 16C.05, Subd. 5.

### IV. FUNDING AND GENERAL ADMINISTRATION

- A. The Board of Trustees shall, in consultation with the Advisory Council, begin preparing its annual budget by January 1. A preliminary budget shall be prepared by the third Wednesday in March and an estimated list of charges shall be released to Member Libraries by the third Wednesday in May, subject to final approval by the Board of Trustees no later than the third Wednesday in June.
- B. Contributions to the general fund are to be used for general administration purposes including, but not limited to: purchase of equipment, purchase of ILS program and licenses, training expenses and reimbursement of salaries, supplies, insurance and bonds. Plum Creek Library System funds may be expended by the Board of Trustees in any manner determined by the

Board of Trustees to be for the benefit of the Plum Creek Library System and its Member Libraries.

#### **V. RIGHTS AND RESPONSIBILITIES OF MEMBER LIBRARIES**

- A. Each Member Library agrees to the use of its library materials in reciprocal borrowing and interlibrary loans according to the policies established by the Board of Trustees in consultation with the Advisory Council or by state law and regulation. The lending period of such loans shall be the same as that of the borrowing library.
- B. Each Member Library agrees to do the following in order to remain a member in good standing:
  - 1. Remain open to the public an average of at least 20 hours per week.
  - 2. Use the barcode prefix assigned to it by MINITEX and accept the library cards of other system Member Libraries.
  - 3. Abide by ILS policies approved by the Advisory Council and adopted by the Board of Trustees.
  - 4. Maintain and train staff to use the technology necessary for the ILS.
  - 5. Employ a paid library director to work a minimum average of at least 20 hours per week.
- C. Each Member Library agrees to charge a non-resident fee to any patron who does not live or own property in an area which either participates in or which has a reciprocal agreement with the Plum Creek Library System. The amount of such fee shall be fixed from time-to-time by the Board of Trustees in consultation with the Advisory Council.
- D. Member Libraries shall pay charges assessed under Section IV. when due.
- E. Should any Member Library not meet the requirements of this section, such Member Library may not be eligible to participate in the system and its services until the problem is resolved. Correction of the non-compliance shall be completed within six months of the time the Member Library is notified it does not meet the requirements. The Board of Trustees shall determine which, if any, services shall be withheld during this period. A Member Library that fails to correct the non-compliance within 6 months following receipt of notice of non-compliance shall be considered to have voluntarily withdrawn from the system and thereafter shall not be considered a Member Library as of the date the Board of Trustees had determined to be the end of the 6 month resolution period [see Section IX. Withdrawal].

#### **VI. RIGHTS AND RESPONSIBILITIES OF COUNTIES**

- A. Each Member County agrees to provide at least the minimum level of support certified annually by the Minnesota Department of Education's State Library Services. Those counties providing County Aid to Public Libraries (Cottonwood, Lincoln, Murray, Pipestone, and Redwood) shall pay these funds to the local library in May and November of each year according to a formula determined by that county. Upon request, Plum Creek Library System shall assist in determining the amount to be distributed to each library.
- B. Should any Member County not subject to County Aid to Public Libraries (Jackson, Lyon, Nobles, and Rock) not meet the requirements of this section, such Member County and the Library it

established may not be eligible to participate in the System and its services until the problem is resolved. Resolution shall take place within six months of the time the County and Library are notified they do not meet the requirements. The Board of Trustees shall determine which, if any, services shall be withheld during this period. A County that fails to meet the requirements within six months and its Library shall be considered to have voluntarily withdrawn from the System [see section IX. Withdrawal]

- C. Notwithstanding any other provisions of this contract, it is understood that in order to be eligible for grants the Plum Creek Library System (PCLS) must abide by the rules and regulations of the Department of Education's State Library Services and it is agreed that PCLS and its Member Counties will be subject to such rules and regulations now existing or hereafter established.
- D. Should any Member County not meet the requirements of this section, such Member County may not be eligible to participate in the system and its services until the problem is resolved. Correction of the non-compliance shall be completed within six months of the time the Member County is notified it does not meet the requirements. The Board of Trustees shall determine which, if any, services shall be withheld during this period. A Member County that fails to correct the non-compliance within six months following receipt of notice of non-compliance shall be considered to have voluntarily withdrawn from the system and thereafter shall not be considered a Member County as of the date the Board of Trustees had determined to be the end of the six month resolution period [see Section IX. Withdrawal].

#### **VII. RIGHTS AND RESPONSIBILITIES OF MUNICIPALITIES**

- A. Each Member Municipality agrees that it will provide at least the minimum level of support certified annually by the Minnesota Department of Education under Minn. Stat 134.34 as modified by Minn. Stat. 275.761 or any successor statutes. The amount contributed by the Member County in the form of County Aid to Public Libraries shall not be considered a part of the contribution by the Member Municipality.
- B. Notwithstanding any other provisions of this Agreement, it is understood that in order to be eligible for grants the Plum Creek Library System must abide by the rules and regulations of the Department of Education's State Library Services and it is agreed that the System and its Member Libraries will be subject to such rules and regulations now existing or hereafter established.
- C. A school district which has jointly established a public library with a Member Municipality shall have the same rights and responsibilities as other Member Municipalities within this section.
- D. Should any Member Municipality not meet the requirements of this section, such Member Municipality may not be eligible to participate in the system and its services until the problem is resolved. Correction of the non-compliance shall be completed within six months of the time the Member Municipality is notified it does not meet the requirements. The Board of Trustees shall determine which, if any, services shall be withheld during this period. A Member Municipality that fails to correct the non-compliance within six months following receipt of notice of non-compliance shall be considered to have voluntarily withdrawn from the system

and thereafter shall not be considered a Member Municipality as of the date the Board of Trustees had determined to be the end of the six month resolution period [see Section IX. Withdrawal].

#### VIII. NEW MEMBERS

- A. Public libraries in a participating county may apply to enter into this Agreement and benefit from its services upon adoption of a resolution to abide by its terms. The resolution shall be adopted by the library's Board and the governing body of the municipality that established the library. A library that applies to enter into this Agreement to be a Member of the Plum Creek Library System shall pay for all expenses associated with joining the Plum Creek Library System if its membership is accepted by the Board of Trustees.
- B. A public library may only become a new member of the Plum Creek Library System if the Board of Trustees approves the application by a majority vote.

#### IX. WITHDRAWAL

- A. A Member Library may withdraw from the System by providing written notice to the Board of Trustees; however, no Member Library may withdraw prior to at least three years' participation as a Member.
- B. The withdrawal process may begin no sooner than 3 months after written notice has been given. During this time, the Chair of the Board of Trustees and the PCLS Director shall meet with the board of the library and the library director in order to identify the reasons for the decision to withdraw and attempt to identify a mutually acceptable resolution to these concerns.
- C. If these meetings fail to identify a mutually acceptable resolution, the State Librarian shall be asked to meet with the Chair of the Board, the Plum Creek Library System Director, the board of the library, and the county or municipal governing body that established the library in order to attempt to identify a mutually acceptable resolution.
- D. If within three months, no mutually acceptable resolution has been achieved the withdrawal process shall begin. The withdrawal process shall follow a policy reviewed by the Advisory Council and approved by the Board of Trustees. This policy shall not be amended while a library is withdrawing from the system.
- E. The withdrawal shall be complete within six months of the time the process began. The withdrawing library shall be responsible for all expenses incurred during the withdrawal process and identified within the withdrawal policy. The withdrawing Member Library forfeits all interests in any property or assets of the Plum Creek Library System upon the finalization of the withdrawal process and is no longer considered a Member Library for the purposes of this Agreement.

#### X. DISSOLUTION

This Agreement may be dissolved by mutual consent of all members in good standing at the time of the decision to dissolve the system is made. Agreement with dissolution is evidenced by a resolution approved by the governing body of each Member County, Municipality, and Library within a 90 day time



period. The Members may choose to dissolve the Plum Creek Library System completely as outlined in this Agreement or may create and/or designate a successor regional library under the provision of Minnesota law and turning the functions and assets of the Board of Trustees over to the successor organization.

Upon dissolution of the Plum Creek Library System, all property purchased or owned pursuant to this Agreement shall be allocated or sold and the proceeds thereof, together with any monies on hand, shall be distributed to the Members. Such distribution of assets shall be made in proportion of the total contributions by the respective Members over the entire duration of this Agreement. Grant funds shall be returned if required by the terms of the grant to the granting agency or disposed of as required below. All records retained by Plum Creek Library System shall be turned over to the respective Members according to residency in their jurisdictions. The Board of Trustees shall continue to exist after dissolution for such period, no longer than six months, as is necessary to wind up its affairs, but for no other purpose.

#### **XI. DISPOSITION OF GRANT FUNDS**

Upon written notification to the Minnesota Department of Education, which administers state aid to public libraries, no later than December 31 of the year prior to the end of the state fiscal year for which the system has received aid funds provided by said office; and by providing said office with a plan for disposition of assets acquired with aid funds. Disposition of assets shall be consistent with *Minnesota Rules Chapter 3530.0200, Subp. 4(C)*.

#### **XII. INDEMNIFICATION AND HOLD HARMLESS**

- A. The Plum Creek Library System shall be considered a separate and distinct public entity to which the Members have transferred all responsibility and control for actions taken pursuant to this Agreement. Plum Creek Library System shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of Minnesota Statutes Chapter 466.
- B. The Plum Creek Library System shall fully defend, indemnify and hold harmless the Members against all claims, losses, liability, suits, judgments, costs and expenses by reason for the action or inaction of the Board and/or employees and/or agents of the Plum Creek Library System. This Agreement to indemnify and hold harmless does not constitute a waiver of any participant of limitations on liability provided under Minnesota Statutes § 466.04. To the full extent permitted by law, actions by the Members pursuant to this Agreement are intended to be and shall be construed as a “cooperative activity” and it is the intent of the Members that they shall be deemed a “single governmental unit” for the purpose of liability, as set forth in Minnesota Statutes § 471.59, Subd. 1a(a); provided further that for purposes of that statute, each Member agreeing to this Agreement expressly declines responsibility for the acts or omissions of the other Member. The Members of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Members.
- C. In order to facilitate the above indemnification requirement, the Plum Creek Library System shall at all times maintain in full force and effect liability insurance sufficient to cover the limitations on liability provided under Minn. Stat. § 466.0. Additionally, Plum Creek Library

System shall maintain in full force and effect workers compensation and vehicle insurance as required by law. Plum Creek Library System shall insure all assets against damage or loss so that the investment of the Members into the Plum Creek Library System assets is protected against such damage or loss.

## **XII. AMENDMENTS**

Any Member may petition the Board or the Board may on its own initiative to recommend changes in this Agreement to its Members. An Amendment to this Agreement shall become effective upon approval of two-thirds of the Members as evidenced by a resolution approved by the governing body of at least two-thirds of the Members.

This Joint Powers Agreement between the Members revokes all prior Joint Powers Agreements between these parties concerning the creation and operation of the Plum Creek Library System.

**IN TESTIMONY WHEREOF, the parties have executed this  
Agreement the day and year written:**

**City  
Mayor or Council President signs**

---

City of Mountain Lake

Date

**IN TESTIMONY WHEREOF, the parties have executed this  
Agreement the day and year written:**

**City  
Mayor or Council President signs**

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City of Mountain Lake

Date

City of Mt. Lake Bonded Indebtedness as of 12/31/17

Title	Purpose	Issued	Balance as of 12/31/16	2016 Principal Payment	Balance as of 12/31/17	Type
2007B Clean Renewable Energy (Revenue) Bonds	Wind Turbine Project (last payment 2023)	\$2,060,000.00	\$901,250.00	\$128,750.00	\$772,500.00	10
Essential Function Housing Dev. Revenue Bond of 2009	Mason Manor (last payment 2040)	\$254,700.00	\$226,155.63	\$5,420.24	\$220,735.39	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)	\$945,000.00	\$585,000.00	\$90,000.00	\$495,000.00	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	\$255,000.00	\$40,000.00	\$215,000.00	9 & 13
Series 2012A GO Housing Revenue Ref. Bonds	was 1998 Essential Function Housing Development Bond 4 PLEX (last payment 2026)	\$190,000.00	\$145,000.00	\$15,000.00	\$130,000.00	10 & 13
Series 2012A GO Housing Revenue Ref. Bonds	was 2001 Essential Function (last payment 2028) Housing Development Bond 8 PLEX	\$430,000.00	\$350,000.00	\$20,000.00	\$330,000.00	10 & 13
TIF Bonds 2012B	The Lodge/Good Samaritan (last payment 2039)	\$830,000.00	\$785,000.00	\$25,000.00	\$760,000.00	7
Electric Refund 2012C	was 2007A Electric Refunding Bonds (last payment 2023)	\$645,000.00	\$425,000.00	\$55,000.00	\$370,000.00	9 & 13
Series 2013A GO Bonds	2012-14 Utli & St. Project (Street-15%, Storm Sewer - 85%) (last payment 2035)	\$2,180,000.00	\$1,995,000.00	\$95,000.00	\$1,900,000.00	8
Series 2013A GO Bonds	2012-14 Utli & St. Project (Water portion) (last payment 2035)	\$2,060,000.00	\$1,805,000.00	\$85,000.00	\$1,720,000.00	10
Series 2013B GO TIF Bonds	Pop'd Kerns Project (last payment 2029)	\$1,310,000.00	\$1,235,000.00	\$75,000.00	\$1,160,000.00	7
Series 2014A GO TIF Bonds	Mt. Power TIF (last payment 2029)	\$2,040,000.00	\$1,920,000.00	\$125,000.00	\$1,795,000.00	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	\$800,000.00	\$110,000.00	\$690,000.00	6 & 13
2015B Electric Refunding Bonds	was 2009B Electric Refunding Bonds, Feeder #8, (last payment 2024)	\$391,000.00	\$355,000.00	\$41,000.00	\$314,000.00	10 & 13
Series 2016A	Mt. Lake Commercial Subdivision Land Purchase (last payment 2032)	\$366,000.00	\$366,000.00	\$0.00	\$366,000.00	6
Series 2017A Electric Revenue	Existing Engines EPA compliant; East Sub-station (last payment 2036)	\$3,000,000.00	\$0.00	\$45,000.00	\$2,955,000.00	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	\$0.00	\$0.00	\$2,285,000.00	8
Series 2017B GO	Street Lights (last payment 2027)	\$200,000.00	\$0.00	\$0.00	\$200,000.00	6
<b>TOTAL BONDS</b>		<b>\$20,341,700.00</b>	<b>\$12,148,405.63</b>	<b>\$955,170.24</b>	<b>\$16,678,235.39</b>	
<b>NOTES</b>	<b>Purpose</b>	<b>Issued</b>	<b>Balance as of 12/31/16</b>	<b>2017 Principal Payment</b>	<b>Balance as of 12/31/17</b>	<b>Type</b>
MN PFA (GO Revenue Note)	Water Treatment Plant (last payment 2023)	\$2,985,751.17	\$1,148,000.00	\$157,000.00	\$991,000.00	15

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City of Mt. Lake Bonded Indebtedness as of 12/31/17

MN PFA (GO Revenue Note) 2012	Sewer Infrastructure (last payment 2032)	\$7,280,435.40	\$5,895,955.40	\$341,955.40	\$5,554,000.00	15
MN PFA (GO Revenue Note) 2012	Water Infrastructure (last payment 2032)	\$33,778.04	\$27,338.04	\$1,700.00	\$25,638.04	15
USDA Note Payable 2012	Library Roof (last payment 2021)	\$70,000.00	\$54,703.97	\$4,164.36	\$50,539.61	15
USDA Note Payable 2014	Fire Truck (last payment 2019)	\$32,000.00	\$19,945.64	\$6,391.17	\$13,554.47	15
MN PFA (GO Revenue Note) 2014	Well #7 (last payment 2034)	\$38,786.30	\$35,342.30	\$1,965.00	\$33,377.30	15
<b>TOTAL NOTES</b>		<b>\$10,440,750.91</b>	<b>\$7,181,285.35</b>	<b>\$513,175.93</b>	<b>\$6,668,109.42</b>	
<b>TOTAL INDEBTEDNESS</b>		<b>\$30,782,450.91</b>	<b>\$19,329,690.98</b>	<b>\$1,468,346.17</b>	<b>\$23,346,344.81</b>	

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### **Request to Waive 22.610.0803 Special Assessments**

The tax-forfeited records for the past ten years were reviewed. Any property that had a special assessment from a street project was further researched. The request for 505 10<sup>th</sup> St. was included because it followed the Elizabeth House request at the September 8, 2015 council meeting.

### **Tax-forfeited in 2012**

22.161.0222 2006 Street and Utility Project Special Assessment \$7,315.40

This is a corner lot. The new owner did not ask to have special assessment waived. Final payment will be made in 2021.

### **Tax-forfeited in 2011**

22.445.0060 2006 Street and Utility Project Special Assessment \$5669.91

The property has not been sold, it still is owned by the state. Cottonwood County is responsible for the maintenance.

### **September 8, 2015 Council meeting**

#### **EDA Request to Waive Special Assessments, former Elizabeth House, 1616 Prince St.**

The EDA recently purchased the property and will be selling it to a party who intends to open a daycare. To help reduce the new owner's expenses the EDA board is requesting the city waive the 2012-2014 Utility and Street Project special assessments in the amount of \$8,759.92. Motion by Ysker, seconded by Kruser, to not waive the special assessment. Motion carried unanimously.

### **September 8, 2015 Council Meeting**

#### **Re-attachment of Utility Bill at 505 10<sup>th</sup> St. N.**

The property was tax-forfeited; the neighbor is interested in purchasing it. There was a \$723 unpaid utility bill attached to the property tax prior to the forfeiture. The neighbor asked if the city intended to re-attach the utility bill. The Utility Commission considered the request at their Aug. 20 meeting and recommended to the council that the bill not be re-attached. Motion by Savage, seconded by Kruser, to not re-attach the utility bill. Motion carried unanimously.

### **April 18, 2016 Council Meeting**

#### **Request to Waive Special Assessments**

Justin Davison is interested in buying six tax-forfeiture parcels on 9<sup>th</sup> St. So., four of which have special assessments that he is asking the city to waive. The parcels are not on the tax rolls and Cottonwood County maintains them. Motion by Kass, seconded by Kruser, to waive the special assessments on parcel numbers 22.169.0050, 22.169.0060, 22.161.0181 and 22.161.0182. Motion carried unanimously.

(The special assessments on these properties are from the 2006 Street and Utility Project. It appears that some of the assessment was paid. The records show the original assessment was \$7,715.43, and \$6,192.98 was the amount waived.)