

Regular City Council Meeting
Mountain Lake City Hall
Monday, March 16, 2026
5:45 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 # 29834-29866, 1741E-1758E (1-7)
 - b. Payroll: Checks #69392 – 69429
 - c. Approve January 13 Library Board Minutes, Report & Expenditures (8-15)
 - d. Approve February 17 EDA Board Minutes (16-17)
 - e. Approve February 26 Utilities Commission Minutes (18-19)
 - f. Approve March 2 City Council Minutes (20-21)
 - g. Hire Carolina Gonzalez, Library Assistant, effective 2/23/26, Step 1

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. Bolton & Menk
 - a. Discussion/Action – Resolution #3-26 Application for Lead Service Line Replacement Project (22)

5. Police
 - a. Discussion/Action – Employee Updates & Schedule

6. City Administrator
 - a. Discussion/Action – Uncle B’s Liquor & Cigarette License Application
 - b. Discussion/Action – Building Code Violations

7. Roundtable
 - a. Discussion – Commissions/Boards Update

8. Adjourn

Board of Appeal & Equalization Meeting – Tuesday, April 21, 2026 at 5:30PM

MOUNTAIN LAKE PUBLIC LIBRARY BOARD MINUTES
January 13th, 2025

Members Present: Rachel B., Sally E., Rick H., Emily I., Loida G.Q.

Members Absent:

Staff Present: Daniel Mick

Others Present: Michael Mueller

Others Absent: Andy Ysker

The meeting was called to order at 4:31 PM by Chairperson Rachel B.

The Library board approved Emily Inglett's request to join the board unanimously. Daniel M. swore in Sally E. and Emily I. into the Mountain Lake Public Library Board of Trustees.

M/S Emily I./Rachel B. to approve the minutes of the December 16th meeting.

Reports: Daniel M. presented the December Monthly reports indicating 2508 total circulation and expenditures in the amount of \$3830.54 M/S Rich H./ Loida G.Q. to accept the December reports and expenditures as given, Motion carried.

Changes to the Agenda: NA

Unfinished Business: Daniel M. reported that Ashley the library's janitor has been given the cleaning list that he and Dana S. had put together to help insure everything is getting cleaned to their standards for the patrons. Ashley has stated she would like to give it another try and work with this new schedule. Daniel M. agreed and gave her a month to see how she does and look back over her work next month.

In New Business: Daniel M. reported that the library did not receive the construction grant he was aiming for to replace the windows. The only thing to do is wait and try again next year when the grant opens back up. Daniel M. also announced to the board that Carl Strike's last day will be January 15th. So far with the job posting Victoria Gonzalez is the only one to turn in an application.

Mountain Lake Director Check In: Daniel M. reported that as the library grows quiet he and the staff will begin work on weeding the library. This year is now the 2nd successful weeding the library would have completed and will give the library more space for new and modern books.

Bored Suggestions: Rick H. suggested getting Muppets Christmas as it is not just his favorite but others that grew up with the movie. Mountain Lake has tried to get a copy from other libraries and MNLINK but they never arrive until well after Christmas. Daniel M. said he would look into acquiring a copy.

Rachel B. brought a ToniBox from the St. James as show and tell. It is a speaker built for young children that comes with figurines called "Tonies" that are placed on top of the box and stories and music plays based on what character is on it. Daniel M. admitted he had heard of the devices but he had heard little of their success at libraries and the possibility of how the figures could break easily but was surprised after looking at the figures how sturdy everything was. The board asked Daniel M. to put together a shopping cart of what we would need to get started and perhaps checkout ones from other libraries and bring them in and see how the children reacted to them. Daniel M. agreed.

The meeting was adjourned at 5:16 PM

Respectfully submitted,

Daniel Mick

Mountain Lake Public Library - January 2025 Report

Children	
Audio	23
Books	915
DVDs	110
Non Print	3
Multi Media	8
Periodicals	2
ADULT	
Audio	8
Books	711
DVDs	88
Non Print	15
Multi Media	0
Periodicals	37
Other Physical Media	0
SUBTOTAL:	
Ebooks	1920
Downloadable Audio	71
	172
TOTAL CIRCULATION:	2924
ILLN(MNL,ink)	142
Interlibrary Loan Sent	304
Interlibrary Loan Received	315

REVENUE	
Cash Income	\$ 100.00
County Revenue	\$ 16,380.91
Donations (Monetary)	\$ 550.00
Fines	\$ 88.00
Misc. Revenue	\$ 92.05
Meeting Room Rental	\$ -
Sale of supplies	\$ -
TOTAL REVENUE	\$ 17,210.96
EXPENDITURES	
Books	\$ 687.80
Periodicals	\$ 34.97
Audio/Visual	\$ 82.34
Gas Utilities	\$ 294.39
City Utilities	\$ 492.51
Janitorial Supplies	\$ -
Office Supplies	\$ 368.47
Library Supplies	\$ -
Postage	\$ -
Project Expense	\$ 587.89
Repairs & Maintenance Building	\$ -
Repairs & Maint-Materials	\$ -
Tech/Automation Expense	\$ 6,200.00
Telephone	\$ -
Training, Instruction & Milage	\$ 958.00
MISC.	\$ 34.26
PCLS Delivery	\$ 2,220.00
TOTAL EXPENDITURES	\$ 11,960.63

JANUARY LIBRARY EXPENDITURES

Expenditure	Description	Budget #	Total
Amazon	Prime Membership-0432265	200	\$139.00
Amazon	Cleaning Supplies-0297064	200	\$7.52
Indoff	Binder clips, Trash Can, Trash bags	200	\$138.57
A&B Buisness Solution	Monthly bill	200	\$83.38
Plum Creek	Delivery Fees	307	\$2,220.00
PLA	Dana PLA Conference	308	\$259.00
ALA	Dana ALA Membership	308	\$120.00
PLA	Daniel PLA Conference	308	\$364.00
ALA	Daniel ALA Membership	308	\$215.00
Plum Creek	Digital Material Fee	309	\$1,520.00
Plum Creek	IT Fees	309	\$300.00
Plum Creek	ILS Fees	309	\$4,380.00
Mountain Lake	Utilites	380	\$492.51
MNEnergy	Gas Utility	383	\$294.39
Amazon	Penelope Food-8441858	430	\$34.26
Amazon	WRP Candy-6454636	434	\$11.51
Amazon	SRP Supplies-6452216	434	\$58.29
Amazon	SRP Supplie Return-6452216	434	(\$31.34)
CLSP	SRP Manual	434	\$19.95
Country Pride	Hammer, Chissel, Goggles (SRP)	434	\$68.36
Plum Creek	WRP Supplies	434	\$174.90
Country Pride	Peg Board - SRP	434	21/38
Coast to Coast Solution	Coloring Books	434	\$285.67
Amazon	Books-4089868	590	\$24.04
Amazon	Books-2281833	590	\$27.78
Amazon	Books-7733824	590	\$38.59
Amazon	Book-1381816	590	\$16.99
Abebooks	Books-717561750	590	\$17.01
Abebooks	Books-717561753	590	\$8.85
Abebooks	Books-717561752	590	\$18.75
Ingram	Monthly Order	590	\$535.79
Hearts Magazine	Renewal	591	\$34.97
Amazon	DVDs-8404269	592	\$37.44
Amazon	DVD-8098669	592	\$17.95
Amazon	DVD-8036204	592	\$19.96
Amazon	DVD-8929809	592	\$6.99
		Sub-Total:	\$11,960.63

CASH EXPENDITURES

Expenditure	Description	Total
		Sub-Total:
		Final Total:
		\$0.00
		\$11,960.63

LIBRARY REVENUE			
Revenue	Description	Budget #	Total
Bucklin Donation	Donation to purchase Tonibox and figures	592	\$550.00
Fines	Cash Box Drop	35000	\$88.00
Misc Revenue	Cash Box Drop	36200	\$92.05
Mountain Lake	Petty Cash	PC	\$100.00
Cottonwood County	County ILS Payment	31200	\$16,380.91
		Total:	\$17,210.96

Mountain Lake Public Library - February 2025 Report

Children	
Audio	19
Books	932
DVDs	84
Non Print	15
Multi Media	11
Periodicals	4
ADULT	
Audio	0
Books	596
DVDs	108
Non Print	17
Multi Media	0
Periodicals	19
Other Physical Media	0
SUBTOTAL:	1805
Ebooks	66
Downloadable Audio	160
TOTAL CIRCULATION:	2657
IILLN/(MNLlink)	76
Interlibrary Loan Sent	279
Interlibrary Loan Received	271

REVENUE	
Cash Income	\$ 297.00
County Revenue	\$ -
Donations (Monetary)	\$ -
Fines	\$ 58.48
Misc. Revenue	\$ 55.30
Meeting Room Rental	\$ -
Sale of supplies	\$ -
TOTAL REVENUE	\$ 410.78
EXPENDITURES	
Books	\$ 1,036.47
Periodicals	\$ 475.00
Audio/Visual	\$ 870.34
Gas Utilities	\$ 284.51
City Utilities	\$ 682.13
Janitorial Supplies	\$ 276.65
Office Supplies	\$ -
Library Supplies	\$ 29.70
Postage	\$ -
Project Expense	\$ 257.91
Repairs & Maintenance Building	\$ 62.19
Repairs & Maint-Materials	\$ -
Tech/Automation Expense	\$ -
Telephone	\$ -
Training, Instruction & Milage	\$ -
MISC.	\$ 441.95
PCLS Delivery	\$ -
TOTAL EXPENDITURES	\$ 4,416.85

FEBRUARY LIBRARY EXPENDITURES

Expenditure	Description	Budget #	Total
Plum Creek	Barcodes	200	\$29.70
Mt. Lake	Utilities	380	\$682.13
MN Energy	Monthly Bill	383	\$284.51
Amazon	Dusters-6193835	400	\$14.94
Gissele Cleaning	Monthly Bill	400	\$250.00
Amazon	E6000-9142616	400	\$11.71
County Dump	Discarded and Broken Item Removal	401	\$62.19
Plum Creek	iRead Resources	430	\$12.75
Citizen Publishing	Employment Ad	430	\$429.20
Coast to Cost	SRP Coloring Books	434	\$249.00
Amazon	SRP Prize-4921067	434	\$8.91
Ingram	Monthly Book Order	590	\$778.93
Abebooks	Book Order-717561751	590	\$17.40
Amazon	Books-5428253	590	\$83.81
Amazon	Telescope-3446657	590	\$44.09
AbeBooks	Book-717561749	590	\$7.83
Amazon	Books-1833842	590	\$38.31
Amazon	Books-7815424	590	\$12.67
Amazon	Books-2935403	590	\$11.98
Amazon	Book-7402668	590	\$13.49
Amazon	Book-7585834	590	\$27.96
Plum Creek	Wowbrary Renewal	591	\$375.00
Citizen	Paper Renewal	591	\$65.00
Good Housekeeping	Magazine Renewal	591	\$35.00
Amazon	DVD-0452261	592	19.95
Amazon	ToniBox Bag-3588222	592	\$15.11
Amazon	ToniBox Purchase-3246612	592	\$646.13
Amazon	ToniBox Purchase Refund-3246612	592	(\$15.29)
Amazon	TonieBox Purchase-9199468	592	\$59.92
Amazon	Toni Box Purchase-9199468	592	\$39.84
Amazon	DVD-2525854	592	\$74.90
Amazon	DVD-3167414	592	\$17.86
Amazon	DVD-4216218	592	\$11.92

CASH EXPENDITURES

Expenditure	Description		Total
		Sub-Total:	\$0.00
		Final Total:	\$4,416.85

LIBRARY REVENUE			
Revenue	Description	Budget #	Total
Cash Box Drop	Fine Income	35000	\$41.49
Check	Book Replacment	35000	\$16.99
Cash Box Drop	Misc Revenue	36200	\$55.30
Nobles	BookPage Renewal	591	\$99.00
Redwood	BookPage Renewal	591	\$99.00
Windom	BookPage Renewal	591	\$99.00
		Total:	\$410.78

Economic Development Authority
Tuesday, February 17, 2026
12:00 p.m. – 1:00 p.m.
Mt. Lake City Hall
Council Chambers

PRESENT: Kyle Smith, Mike Nelson, Phil Skow, Travis Smith, Darla Kruser and Steve Syverson (via phone). Vern Peterson and Clara Johnson, Advisors.

ABSENT: Eileen Augustin

STAFF: Rod Hamilton and Tabitha Garloff

CITY ADMINISTRATOR: Michael Mueller

GUEST: Kim Friesen, Mountain Lake Christian School and Ben Raabe, BR Dirt Works

1. CALL TO ORDER. Mike called the meeting to order at 12:00 p.m.
2. Motion to Approve Consent Agenda
Consent Agenda:
 - a. Approval of January 26, 2026, Meeting Minutes.
 - b. Approval of Financial Reports and Bills. Motion made by Phil to approve the consent agenda. Seconded by Kyle. Motion carried.
3. Mountain Lake Christian School -Kim Friesen will be in attendance with an update. Kim provided a power point presentation showing the updates that have been made to the childcare center building. Kim stated that the project moved slowly due to all work being done using in-kind labor, volunteers, donations and fundraising. Kim reported that they are hoping to open the application process in March with a target opening date of May/June. Kim will let us know in advance when they will host an open house.
4. BR Dirt Works gap financing request – motion needed. Ben Raabe, owner of BR Dirt Works, gave a brief overview of his plans to build a shop for his landscaping business. He stated that he has acquired parcel 220340502 east of the AmeriGas property. Ben stated the project cost estimate is \$400/\$450K and he is working with Pioneer Bank on financing. Ben is requesting an EDA loan for gap financing. Motion made by Mike to approve the loan request up to \$50,000 for 10 years at 4% contingent on bank financing, bank commitment letter and personal guarantee. Seconded by Travis. Motion carried. Tabitha will draft a letter to Pioneer Bank stating the EDA’s commitment to the project contingent on the above-mentioned items.
5. Discuss ideas for use of power plant after it is decommissioned in Fall of 2026. Rod stated that the EDA hosted the Cottonwood/Jackson County CEO Program and asked them for their ideas. They were excited to share ideas they had for a rec-center with various activities such as a rock-climbing wall, archery, batting cages, arcade games, golf simulators and more, allowing for a place for youth to gather in our community. Other ideas that have been presented were a brewery, distillery and wedding venue.

6. Addressing apartment maintenance issues. Tabitha stated there was an issue with a water leak coming through the roof in an apartment and she believes it is the ridge cap as in the other 4-plex. She asked how the board wanted to handle repairs such as this. The board stated to keep them informed and make the necessary repairs below \$2,500. Any repairs greater than \$2,500 will need board approval.

7. GENERAL DISCUSSION:

- a. Next Regular Board Meeting is March 16, 2026.
- b. Other Business. Rod and Tabitha provided a list and maps of all EDA owned properties.

8. ADJOURN. Mike Nelson adjourned the meeting at 12:57 p.m.

**Mountain Lake Utilities Commission Meeting
Mountain Lake City Hall
Thursday, February 26, 2026
7 AM**

Members Present: Todd Johnson; Dean Janzen; Mark Langland; Sue Garloff; City Council Liaison Jeff Jack; David Savage

Members Absent:

Staff Present: Jill Falk; Utility Office Manager; David Watkins; Electric Superintendent; Lineman; Taylor Nesmoe; Water/Wastewater Foreman; Scott Pankratz; Water/Wastewater

Others Present:

Call to Order

The meeting was called to order at 7 AM.

Approval of Minutes and Bills

Motion by Janzen, seconded by Johnson, to approve January 22nd Minutes and Check Numbers 24670 - 24702 (888E-899E). Motion carried.

Electric Department

Watkins discussed the need to have the #7 Feeder line looped under the railroad tracks. A permit is required for the work and will cost \$6000. State statute requires the railroad must respond within thirty days, or the work can begin without the permit. The line for the Industrial Park is fed through Seventh Street. The whole project, including wire and underground boring, should cost approximately \$35,000. **A motion was made by Janzen to move forward with the railroad permit so that underground work can be completed this spring.** The motion was seconded by Garloff and the motion passed.

After the audit had been completed for the 2025 demand charges, the total errors were \$38,713.26, which includes \$11,500 to be refunded for overages. Garloff does not believe it should be right to request payment for the undercharged accounts when the accounting error was due to a computer issue on our end. Savage suggested charging for six months of usage instead of the entire year and then providing a payment plan to pay off the charges. Larry Chapman is still reviewing all the accounts to verify that there are no additional issues. A conference call will be scheduled with Banyon and Core & Main to update the settings and ensure all reporting provides the same readings, and the decimal points are not changed.

Water/Wastewater

The parts for Well #7 should be arriving this week. The VFD has been installed. The R.O. panel upgrade has been completed as well. It does look like new membranes will need to be installed this Spring. The current membranes have been in for three years. The normal life expectancy should be a little longer; however, there were some chemical issues when the membranes were

first installed. Nesmoe mentioned that both he and Pankratz will be at a Water Conference in St. Cloud next week.

City Administrator

The Chamber released the 2026 Membership Packet. It was agreed to continue as a Silver Chamber Member for 2026.

Adjourn

The meeting was adjourned at 7:41 a.m.

ATTEST:

Jill Falk, Utilities Office Manager

**City of Mountain Lake
Regular City Council Meeting
Mountain Lake City Hall – 930 Third Ave
Monday, March 2, 2026
5:45 p.m.**

Members Present: Andrew Ysker, Jeff Jack, Mike Nelson, Darla Kruser

Members Absent: Bryan Bargaen

City Staff Present: Michael Mueller City Administrator

Others Present: Deanna Anderson, Doug Regehr, Rachel Yoder

Call to Order

The meeting was called to order by Mayor Nelson at 5:45 p.m.

Approval of Agenda & Consent Agenda

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

Motion carried 4 – 0.

Bills: Checks #29807-29833, 1726E-1740E

Payroll: Checks #69372 – 69391

Approve January 26 EDA Minutes

Approve February 12 Utilities Commission Minutes

Approve February 17 City Council Minutes

Approve February Street Department Report

Public

Rachel Yoder spoke during the public comment section of the meeting.

EDA

The City Council of the City of Mountain Lake has reviewed the request for re-subordination of the Small Cities Development Program (SCDP) loan associated with SCDP File O-3, closed on December 3, 2025. The property currently carries a first mortgage, a home equity line of credit (HELOC), and an SCDP deferred loan in the amount of \$24,846. The property has an appraised value of \$100,000. The property owner has requested to refinance the first mortgage and eliminate the existing HELOC, which requires the City's SCDP loan to be resubordinated.

Council Assessment and Determination

After review, the City Council finds that:

1. The refinance would consolidate debt, eliminate the HELOC, and simplify the property's overall debt structure.
2. The SCDP loan will remain secured against the property, and the City's long-term interest in the rehabilitation investment is preserved.
3. The completed SCDP improvements have enhanced the property's condition and value, which may not be fully reflected in the existing appraisal.
4. Approval of re-subordination is contingent upon DEED's determination and final approval of an exception.

Motion by Ysker, seconded by Jack to approve to resubordinate the City's SCDP loan, subject to final review and written approval by DEED and compliance with all applicable SCDP requirements. Motion carried 4 – 0.

City Administrator

The City Administrator informed the City Council that he is preparing a DNR grant application to fund an ADA-accessible restroom at Lawcon Park.

There was a third and final reading on the city's tiny house ordinance. Motion by Jack, seconded Kruser to approve Ordinance #4-26 Tiny Houses. Motion carried 4 – 0.

A request was submitted to close a public street for a private event; however, the City Council determined that private events do not warrant the closure of public streets.

Roundtable

An update was given to the council regarding board and commission meetings.

Adjourn

The meeting was adjourned at 6:04 p.m.

ATTEST:

Michael Mueller, Administrator/Clerk

CITY OF MOUNTAIN LAKE, MN
RESOLUTION #3-26

MINNESOTA PUBLIC FACILITIES
AUTHORITY
DRINKING WATER REVOLVING FUND

RESOLUTION AUTHORIZING THE CITY OF MOUNTAIN LAKE TO SUBMIT A DRINKING WATER REVOLVING FUND APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY (PFA) FOR A LEAD SERVICE LINE REPLACEMENT PROJECT.

BE IT RESOLVED that the City of Mountain Lake is hereby applying to the Minnesota Public Facilities Authority for a loan and/or grant from the Drinking Water Revolving Fund for a lead service line replacement project as described in the application.

BE IT FURTHER RESOLVED that the City of Mountain Lake estimates the MPFA-Financed amount to be \$1,000,000 or the as-bid cost of the project.

BE IT FURTHER RESOLVED that the City of Mountain Lake has the legal authority to apply for the loan and/or grant, and the financial, technical, and managerial capacity to ensure proper construction, operation and maintenance of the project for its design life.

I CERTIFY THAT the above resolution was adopted by the City Council of Mountain Lake on March 16, 2026.

SIGNED:

WITNESSED:

Date: _____

Date: _____

SEAL