

Regular City Council Meeting
Mountain Lake City Hall
Monday, April 1, 2024
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 #28158 – 28207, 1045E-1057E (1-8)
 - b. Payroll: Checks #67981 – 67996
 - c. Approve March 14 Utilities Commission Minutes (9-10)
 - d. Approve March 18 City Council Minutes (11-12)
 - e. Approve March Street Department Report (13)
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. City Administrator
5. Roundtable
 - a. Discussion – Commissions/Boards Update
6. Adjourn

**Mountain Lake Utilities Commission Meeting
Mountain Lake City Hall
Thursday, March 14, 2024
7 AM**

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

Members Absent:

Staff Present: Michael Mueller; Clerk/Administrator; Jill Falk; Utilities Office Manager; Dave Watkins; Electric Superintendent; Taylor Nesmoe; Water/Wastewater Superintendent; 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 Brian Janzen seconded by Johnson to approve the February 22nd Minutes and Check Numbers 23241-23297 (536E-540E). Motion carried.

Electric Department

The warmer temperatures have made it possible to start the tree trimming around power lines and to begin tearing down the overhead that is no longer needed. Watkins mentioned that they had an Operation of Engines training. He also stated that CAT was here on Wednesday to complete a maintenance check on the generators. Barr Engineering was also out this week discussing the layout of the new Power Plant. Bids will open on Monday for the transformer and the Switchgear. Other local utilities have reached out, interested in purchasing parts of the current generators. Watkins recommended waiting until the new plant is completely operational before we commit to selling off any parts.

Water/Wastewater Department

Nesmoe mentioned that repairs were needed for the Lift Station on Prince Street. The pumps are at least 40 years old and will need to be replaced soon. One pump is worse than the other, so he would like to replace that pump and hopefully rehab the second until an upgrade to the Lift Station can be budgeted. The computer in the Water Plant was sending off an error code. Mark with Automatic Systems believes that it is linked to the touch panel. Any work needed on the main lift should still be under warranty. There were two water main leaks. The first was on Nickel Street and the second was on Twelfth Street North. Both mains have been repaired and are fully operational.

An anonymous call was received into City Hall advising that someone at Josey Netsch's property had illegally connected to the water after they had been shut off. Water services were disconnected on October 16, 2023, due to non-payment. Nesmoe went out with Chief Bristol to

inspect the situation. It was found that the top of the curb stop had been pulled off and he could not access the lock, as a bolt was dropped into the hole. With MaryEllen's permission, they were able to go inside the house and determined the meter was unhooked, however, the wires were still connected. This allowed the meter to be read but did not reflect any water usage going through the meter. An invoice was presented by Mueller, including water usage for October through March, as well as charges for labor, repairs to the curb stop, and a new meter. An administrative fee of \$1,000 was included, which is the maximum amount that can be legally charged. **A motion was made by Brian Janzen to recommend an administrative fee of \$1,000 to Josey Netsch for the intentional tampering of the water meter and curb stop.** The motion was then seconded by Langland and the motion passed. **A motion was then made by Garloff to recommend to Council to update the City code fee schedule to include an administrative fee of \$1,000 for any intentional tampering of utility properties.** The motion was then seconded by Johnson and the motion passed.

City Administrator

Mueller shared the results of the DER report completed by Star Energy regarding our Solar Rates. **A motion has been made by Langland and then seconded by Garloff to approve the new solar rates.** The motion carried. MaryEllen created a draft contract for the Sportsman Club, which includes a line stating that the Club is liable for the removal of lead from the ponds. As there is already lead in the ponds, and the City had previously given their consent to the club, it should not be their responsibility to clean up what is already there. Not to mention, there is no definite answer as to when or if the pond will need to be dredged. As the shells that are currently used are steel, the lead shells have been in the pond for such a length of time that they have more than likely sunken below the sludge at the bottom of the pond. With the bug program, the goal is to use the bugs so the pond will not need to be dredged at all. Langland provided an additional email from Katie Wigen at the State. It was found that the gun range and the ponds are located on a Floodplain. It was mentioned that having the ponds on a Floodplain is a much larger concern, than having a berm on a floodplain. It was decided to request the presence of Dean Sawatzky, and any club member, to be present at the next commission meeting on Thursday, March 28th to work together to complete the contract.

Adjourn

The meeting was adjourned at 7:51 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 18, 2024
5:45 p.m.**

Members Present: Andrew Ysker, Dean Janzen, Darla Kruser, Mike Nelson

Members Absent: Bryan Bargen

City Staff Present: Michael Mueller City Administrator; Maryellen Suhrhoff City Attorney;
Louis Norell Assistant Police Chief; Dave Watkins Electric
Superintendent

Others Present: Mark Langland, Larry Rebman

Call to Order

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

Approval of Agenda & Consent Agenda

Motion by Janzen, seconded by Kruser to add to the consent agenda the Mountain Lake Area – Comfrey Boys Basketball Team Proclamation as well as the New Power Plant Transformer & Switchgear Sealed Bids to the agenda. Motion carried 4– 0. Motion by Janzen, seconded by Kruser to approve the agenda and consent agenda as amended. Motion carried 4– 0.

- Bills: Checks # 28125-28157, 1042E-1044E
- Payroll: Checks #67945 – 67980
- Approve January 8 Tree Commission Minutes
- Approve February 13 Library Board Minutes, February Report & Expenditures
- Approve February 20 EDA Board Minutes
- Approve February 22 Utilities Commission Minutes
- Approve March 4 City Council Minutes
- Accept Emerald Ash Borer Management Plan
- Approve Pow Wow Street Closure Request
- Hire Kris Thompson, EMT, effective 3/11/2024
- Mountain Lake Area – Comfrey Boys Basketball Team Proclamation

Public

No comment

Police

Assistant Police Chief Louis Norell researched a variety of vendors for squad and body worn cameras. The Mountain Lake Police Department has a recommendation for purchasing Axon

body worn cameras. This purchase was not originally set in the budget for 2024 and needed direct Council approval for the purchase and future years of implementation. Motion by Kruser, seconded by Janzen to approve the purchase of body worn cameras for the police department. Motion carried 4– 0.

New Power Plant Transformer & Switchgear Sealed Bids

Tabulation of the sealed bids were recorded. No action was taken. The sealed bids will be sent to our Electrical Engineers, Qualus, they will review the bids, specifications, and designs, and provide their input before Council acts.

City Attorney

An update was given to the council regarding civil processes on various properties, public nuisances, current processes, court procedures, agreements, and plans.

City Administrator

City Hall received an anonymous call advising that someone at 736 9th Street N had illegally connected to the water after they had been shut off. Water services were disconnected on October 16, 2023, due to non-payment. It was investigated by the Utilities. The top of the curb stop had been pulled off and staff could not access the lock, as a bolt was dropped into the hole. City personnel went inside the house and found the meter was disconnected and water lines were replumbed; however, the water meter wires were still connected. This allowed the meter to be read but did not reflect any water usage going through the meter. An invoice was presented by the city administrator, including water usage for October through March, as well as charges for labor, repairs to the curb stop, and a new meter. An administrative fine of \$1,000 was included. Motion by Janzen, seconded by Ysker to approve the invoice and \$1,000 administrative fine. Motion carried 4– 0. Motion by Nelson, seconded by Kruser to update our Rates, Fees, and Administrative Fines to list \$1,000 administrative fines per each violation, for anyone who tampers or bypasses a utility meter (Curb Stop/Water/Sewer/Electric). Motion carried 4– 0.

Roundtable

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

Adjourn

The meeting was adjourned at 6:42 p.m.

ATTEST:

Michael Mueller, Administrator/Clerk

MARCH / STREET DEPT / REPORT

- Full Service @ Cleanup Sweeper
- Cold Patch Pot Holes
- Garbage Cans out City Park @ Picnic Tables
- Clean up STOP Haul Metal Sanborn
- Measure Roads For Dust Control
- LVT Wall Community Center, Install Toilets
- Dig @ close 2 graves, pack @ SEED All Graves
- PUT OUT Campground Picnic Tables
- New Picnic Tables to Hocon Park
- SEED Hocon PARK
- Broom Trail
- Clean up Heppners Point 1 Astt 4 Pines TREES
- ✓ Pickup New Ferris Mower - 3-18-24, MFE
- Haul Wood chips From TREE Dump to TOWN For TREE Commission
- Cleanup, Burn @ Maintain TREE Dump
- Pick up Branches All City Grounds
- Snow Removal, Plow, Haul, Clean Sidewalks, 1 STORM
- Clean up 12th ST NES Water Main Break, Fill Holes with Gravel
- Clean Trucks
- Accept Gravel Bid. LES 400 TON