Regular City Council Meeting Mountain Lake City Hall Monday, April 5, 2021 6:30 p.m.

AGENDA

- 1. Meeting Called to Order *Additional information on agenda item is attached or at City Hall
- 2. Approval of Agenda and Consent Agenda
 - a. Bills: Checks #24755 24812, 718E (1-7)
 - b. Payroll: Checks #65923 65937
 - c. Approve February 8 EDA Board Minutes (8-10)
 - d. Approve March 11 Utilities Commission Minutes (11-12)
 - e. Approve March 15 City Council Minutes (13-15)
 - f. Approve Chamber of Commerce Street Closure Request (16)
 - g. Accept Resignation of Marci Balderas, Library Board, effective April 30, 2021
- 3. In Remembrance of Ron Melson, Electric Superintendent Moment of Silence
- 4. Public A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern or provide comments to the Council.
- 5. Street Department Report Daron Friesen, Street Superintendent (17)
- 6. Surplus Equipment
 - a. Discussion/Action Declare Library Items as Surplus (18)
 - b. Discussion/Action Declare Police Vehicle as Surplus
- 7. City Attorney
- 8. City Administrator
 - a. Update American Rescue Plan (19-21)
 - b. Discussion/Action Summer Seasonal Electric Worker (22-23)
- 9. Adjourn

*Check Detail Register© Batch: 3-15-21edacks,3-23-21ck,3-25-21WH,4-2-21cks

April 5, 2021 mtg 24755-24812

Check #	Check Date	Vendor Name	Amount	Invoice	Comment	718E
10100 Ui	nited Prairie	10100				
24755	03/15/21	COTTONWOOD COUNTY AUD	TREAS			
E 607-46	330-354	Real Estate Taxes	\$1,613.00		2021 PILOT	
E 608-46	330-354	Real Estate Taxes	\$3,108.60		2021 PILOT	
E 609-46	330-354	Real Estate Taxes	\$1,721.50		2021 PILOT	
		Total	\$6,443.10			
24756	03/15/21	DANIEL MELHEIM				
E 607-46	330-402	Repairs/Maint- Ground	\$400.00		FEBRUARY SNO	W REMOVL
E 608-46	330-402	Repairs/Maint- Ground	\$800.00		FEBRUARY SNO	W REMOVL
E 609-46	330-402	Repairs/Maint- Ground	\$400.00		FEBRUARY SNO	W REMOVL
		Total	\$1,600.00			
24757	03/15/21	DANS APPLIANCE INC.				
E 607-46	330-401	Repairs/Maint Buildings	\$1,514.97	01041018	NEW STOVE & F	REFRIGERATOR IB 400A
		Total	\$1,514.97			
24758	03/15/21	HALLS HANDY HEATING & CO	OLING			
E 608-46		Repairs/Maint Buildings	\$3,117.56	1531	NEW FURNACE	IN 1623 5TH AVE
_ 000 .0		Total	\$3,117.56	-		
24759	03/15/21	HANSON PLUMBING				
E 608-46	330-401	Repairs/Maint Buildings	\$75.00	7676	1623 5TH-WEEK	END CALL WATERHEATER PILOT
E 609-46	330-401	Repairs/Maint Buildings	\$802.83	7743	1022 ESTATE DE	R-WATERHEATER
E 608-46		Repairs/Maint Buildings	\$241.70	7758	405FAUCET	
E 235-46		Repairs/Maint Buildings	\$168.00	7760	WORK AT FULD	A CREDIT BLDG
		Total	\$1,287.53			
24760	03/15/21	KDOM RADIO				
E 205-46		Miscellaneous	\$305.49		EDA ADVERTISI	NG
		Total	\$305.49			
24761	03/15/21	KEITH WILLARD				
E 607-46		Repairs/Maint Buildings	\$40.00		400D-MEDICINE	CABINET & GARAGE DOOR
E 609-46		Repairs/Maint Buildings	\$40.00		1022 REPLACE	CO2 & SMOKE ALARM
E 608-46		Repairs/Maint Buildings	\$20.00		1621 INSPECT C	OVEN HOOD VENT
		Total	\$100.00			
24762	03/15/21	MOUNTAIN LAKE UTILITIES				
E 608-46	330-380	Elec,Water,Sewer	\$18.24		HERITAGE DRIV	E ST LIGHT
E 607-46	330-380	Elec,Water,Sewer	\$9.40		HERITAGE DRIV	E ST LIGHT
		Total	\$27.64	-		
24763	03/15/21	WEBLIFE STORES				
E 610-46		Project Expense	\$1,457.62	6011533	CLUSTER MAILE	BOX FOR MIDWAY ESTATES
		Total	\$1,457.62			
24764	03/15/21	WILCON CONSTRUCTION SE	RV LLC			
E 610-46		Project Expense	\$107,350.00		PAYMENT #5	
	•	Total	\$107,350.00			

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
24765	03/25/21	AFLAC			
G 101-217	7 13	AFLAC	\$230.62		
		Total	\$230.62		
24766	03/25/21	AFSCME COUNCIL 65			
G 101-217	707	Union Dues	\$162.32		
		Total	\$162.32		
24767	03/25/21	COMMISSIONER OF REVEN	IUE		
G 101-217	702	State Withholding	\$881.62		Pr.
		Total	\$881.62	*.:	
24768	03/25/21	FURTHER			
G 101-217		HSA	\$769.23		
		Total	\$769.23		
24769	03/25/21	GISLASON & HUNTER			
G 101-217		Garnishments	\$445.66		
		Total	\$445.66		
24770	03/25/21	IRS-DEPT OF TREASURY			
G 101-217		Federal Withholding	\$1,682.48		
G 101-217		FICA Tax Withholding	\$2,785.44		
G 101-217	703	Total	\$4,467.92		
			ψ4,407.02		
24771	03/25/21	PERA	# E 000 04		
G 101-217	704	PERA	\$5,086.34	-	
		Total	\$5,086.34		
24772	03/25/21	SW/WC SERVICE COOPERA	ATIVES		
G 101-217	708	Employee Paid Health Ins	\$2,351.66		
		Total	\$2,351.66		
24773	03/25/21	VALIC			
G 101-217	705	VALIC	\$63.00		
		Total	\$63.00		
24774	03/23/21	SW/WC SERVICE COOPERA	ATIVES		
E 101-421		Employer Paid Health	\$4,033.24		APRIL HEALTH INS-POLICE DEPT
E 101-414		Employer Paid Health	\$3,506.24		APRIL HEALTH INS-OFFICE
E 101-431		Employer Paid Health	\$3,155.62		APRIL HEALTH INS-ST DEPT
E 101-452		Employer Paid Health	\$316.20		APRIL HEALTH INS-PARKS DEPT
E 101-462		Employer Paid Health	\$561.42		APRIL HEALTH INS-CEMETERY
E 205-465		Employer Paid Health	\$1,753.12		APRIL HEALTH INS-EDA
E 101-421	100-135	Employer Paid Other	\$620.00		APRIL HEALTH INS-BRIAN LUNZ
		Total	\$13,945.84	-	
	04/04/04	AGCO FINANCE-AGCOPLUS	s		
24775	04/01/21	AGCO FINANCE AGCOFED			
24775 E 221-422	04/01/21 200-401	Repairs/Maint Buildings	\$527.00	IM49472	BATTERY FIRE DEPT RESCUE TRUCK

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
24776	04/01/21	SYNCHRONY BANK/AMAZON			
E 211-455	500-590	Capital Outlay Books	\$25.92		LIBRARY BOOKS
E 211-455	500-434	Project Expense	\$25.20		LIBRARY PROJECT EXPENSE
		Total	\$51.12		
24777	04/01/21	BANYON DATA SYSTEMS			
E 101-414	100-414	Banyon Computer Contrac	\$795.00	00161494	ANNUAL FUND & PAYROLL SUPPORT
		Total	\$795.00		
24778	04/01/21	BOOKPAGE			
E 211-455		Project Expense	\$354.00		LIBRARY
L 211-400	700 404	Total	\$354.00	·():	
24779	04/01/21	CASEYS BUSINESS MASTERC			DD CAS
E 101-421		Motor Fuels	\$262.58	0/40/04	PD GAS
E 205-465	500-430	Miscellaneous	\$23.04	3/18/21	EDA MEETING
		Total	\$285.62		
24780	04/01/21	CHAMBER OF COMMERCE			
R 101-000	000-36200	Miscellaneous Revenues	\$1,500.00		SWIF GRANT
		Total	\$1,500.00	3	
24781	04/01/21	COMPUTER LODGE LLC			
E 101-42		Motor Vehicles	\$2,563.37	19505	LAPTOP AND ANTENNA FOR NEW POLICE CAR
L 101-42	100 000	Total	\$2,563.37		
24702	04/01/21	DENNIS HULZEBOS			
24782 E 211-455		Janitor-Repairs/Maint	\$345.00		APRIL MAINTENANCE AT LIBRARY
L 211-400	300-400	Total	\$345.00	•	
			ψ0-10.00		
24783	04/01/21	DOUG BRISTOL			
E 101-42	100-200	Office Supplies	\$64.71	3/25/21	
		Total	\$64.71		
24784	04/01/21	ENGLUNDS CLEANERS LLC			
E 101-42	100-205	Uniforms	\$30.00		A. KINNERTZ SEW ON PATCHES
		Total	\$30.00		
24785	04/01/21	FREDERICK MCLEVISH			
	154-34205	Ambulance Services	\$100.00		OVERPAYMENT ON AMBULANCE BILL
11 231-42	10-1-07200	Total	\$100.00	-	
0.4705	04/04/04	EDONTIED COMMUNICATIONS			
24786 E 101-414	04/01/21 400-321	FRONTIER COMMUNICATIONS Telephone	\$208.12		CITY HALL PHONE 427-2999
E 101-41		Telephone	\$224.68		POLICE DEPT PHONE 427-3403
E 101-42		Telephone	\$71.42		ST DEPT PHONE 427-2997
E 101-45	•	Telephone	\$69.96		SR CTR PHONE 427-2151
E 205-46		Telephone	\$37.50		EDA PORTION OF DSL & 427-2999
ニー といってせい			·		UT PHONE
	000-430	Miscellaneous	5113.44		UT PHONE
E 101-00		Miscellaneous Telephone	\$113.44 \$36.98		ST DEPT-INTERNET 427-0651

Check #	Check Date	Vendor Name	Amount	Invoice	Comment	
24787	04/01/21	FRONTIER COMMUNICATIONS				
E 211-45	500-321	Telephone	\$61.68		LIBRARY PHONE 507-427-2506	
		Total	\$61.68			
4788	04/01/21	GDF ENTERPRISES, INC				
E 101-43		Repairs/Maint Machinery/	\$514.80	A19424	BIT, TOOTH CARBIDE	
= 12.11		Total	\$514.80	-		
24789	04/01/21	GFC LEASING - WI			THE CHARLES THE THE CHARLES A CHARLOS	
E 101-41	400-200	Office Supplies	\$163.54	1000648574	CITY-COPIES PAID THROUGH APRIL 24CHANGE BILLING CYCLE	
E 101-00	000-430	Miscellaneous	\$89.48	1000648574	UT-COPIES PAID THROUGH APRIL 24CHANGE BILLING CYCLE	
E 205-46	500-200	Office Supplies	\$21.60	1000648574	EDA-COPIES PAID THROUGH APRIL 24CHANGE BILLING CYCLE	
		Total	\$274.62			
24790	04/01/21	HANSON PLUMBING				
E 211-45		Repairs/Maint Buildings	\$195.14	7764	DRAIN CLEANING AT LIBRARY	
		Total	\$195.14			
24791	04/01/21	INDOFF INCORPORATED			DOOT IT NOTED TARE	
E 101-41	400-200	Office Supplies	\$31.73	3447908	POST IT NOTES,TAPE	
E 101-41	400-200	Office Supplies	\$80.78	3448968	REDI SEAL ENVELOPES	
E 101-41	400-200	Office Supplies	\$4.53	3450175	STAPLES	
		Total	\$117.04			
24792	04/01/21	INDOFF INCORPORATED				
E 211-45	500-200	Office Supplies	\$37.96	3451616	POST IT NOTES, PLASTIK CLIPS, LABELS-LIBRARY	
E 211-45	500-200	Office Supplies	\$41.08	3455623	COLORED PAPER FOR LIBRARY	
		Total	\$79.04			
24793	04/01/21	INGRAM DISTRIBUTION GROUP	INC.			
E 211-45		Capital Outlay Books	\$509.00		LIBRARY BOOKS	
L L 11 40	000 000	Total	\$509.00	-20		
24794	04/01/21	LAWSON PRODUCTS			DOLTO OT DEPT	
E 101-43	100-215	Shop Supplies	\$68.95	9308294843	BOLTS-ST DEPT	
		Total	\$68.95			
24795	04/01/21	LEAGUE OF MN CITIES INS TRU	JST			
E 101-41	110-151	Worker's Comp Ins Prem	\$102.00		WORK COMP INS 4/1/21- 4/1/22	
E 101-41	400-151	Worker's Comp Ins Prem	\$924.14		WORK COMP INS 4/1/21- 4/1/22	
E 101-45	200-151	Worker's Comp Ins Prem	\$1,070.22		WORK COMP INS 4/1/21- 4/1/22	
E 101-42	100-151	Worker's Comp Ins Prem	\$13,363.32		WORK COMP INS 4/1/21- 4/1/22	
E 205-46	500-151	Worker's Comp Ins Prem	\$818.23		WORK COMP INS 4/1/21- 4/1/22	
E 231-42	154-151	Worker's Comp Ins Prem	\$7,960.06		WORK COMP INS 4/1/21- 4/1/22	
E 221-42	200-151	Worker's Comp Ins Prem	\$4,838.14		WORK COMP INS 4/1/21- 4/1/22	
E 211-45	500-151	Worker's Comp Ins Prem	\$759.97		WORK COMP INS 4/1/21- 4/1/22	
		Worker's Comp Ins Prem	\$5,617.36		WORK COMP INS 4/1/21- 4/1/22	
E 101-00000-361						
	000-361	General Liability Ins	\$1,076.76		WATER-WORK COMP INS 4/1/21- 4/1/22 ELEC-WORK COMP INS 4/1/21- 4/1/22	

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-000	000-361	General Liability Ins	\$1,503.76		SEWER-WORK COMP INS 4/1/21- 4/1/22
E 101-000	000-361	General Liability Ins	\$829.14		UT OFFICE-WORK COMP INS 4/1/21- 4/1/22
E 101-462	200-151	Worker's Comp Ins Prem	\$1,736.76		WORK COMP INS 4/1/21- 4/1/22
E 101-45	171-151	Worker's Comp Ins Prem	\$178.00		WORK COMP INS 4/1/21- 4/1/22
		Total	\$45,088.00	-	
24796	04/01/21	MINNESOTA DEPT OF NATUR	AL RES		
E 507-45	150-430	Miscellaneous	\$35.00	16F-4128	AQUATIC PLANT MANAGEMENT PERMIT
		Total	\$35.00		
24797	04/01/21	MINNESOTA ENERGY RESOU	RCES COR		
E 101-45	186-383	Gas Utilities	\$196.48		COMM CTR GAS-ACCT#0504742031
E 211-45	500-383	Gas Utilities	\$122.84		LIBRARY GAS-ACCT#0502593301
E 101-43	100-383	Gas Utilities	\$459.46		STREET GARAGE GAS-ACCT#0503270939
E 231-42	154-383	Gas Utilities	\$117.55		AMB PORTION OF FIREHALL GAS
E 221-42	200-383	Gas Utilities	\$238.65		FIRE DEPT PORTION FIREHALL GAS
E 101-41	400-383	Gas Utilities	\$169.60	_	CITY HALL GAS-ACCT#0505387558
		Total	\$1,304.58		
24798	04/01/21	MINNESOTA LIFE INSURANC			
E 101-42	100-135	Employer Paid Other	\$1.70		APRIL BRIAN LUNZ LIFE INSURANCE
E 101-42	100-134	Employer Paid Life	\$6.80		APRIL LIFE INS-POLICE DEPT (4)
E 211-45	500-134	Employer Paid Life	\$1.70		APRIL LIFE INS-LIBRARY
E 101-43	100-134	Employer Paid Life	\$3.06		APRIL LIFE INS-ST DEPT
E 101-41	400-134	Employer Paid Life	\$3.40		APRIL LIFE INS-OFFICE
E 101-45	200-134	Employer Paid Life	\$1.02		APRIL LIFE INS-PARKS DEPT
E 101-46	200-134	Employer Paid Life	\$1.02		APRIL LIFE INS-CEMETERY
E 205-46	500-134	Employer Paid Life	\$3.40		APRIL LIFE INS-EDA ROB & TABITHA
G 101-21	706	Hospitalization/Medical In	\$40.10		APRIL LIFE INS-ROBB ANDERSON
G 101-21	706	Hospitalization/Medical In	\$17.30		APRIL LIFE INS-DARON FRIESEN
G 101-21	706	Hospitalization/Medical In	\$20.00		APRIL LIFE INS-STEVE PETERS
		Total	\$99.50		
24799	04/01/21	MOUNTAIN LAKE UTILITIES			
E 101-45	200-380	Elec,Water,Sewer	\$104.28		LAWCON PARK LIGHT
E 101-41	400-380	Elec,Water,Sewer	\$303.57		CITY HALL UT
E 101-45	200-380	Elec,Water,Sewer	\$189.52		CITY PARK RESTROOMS UT
E 101-45		Elec,Water,Sewer	\$310.77		SR CTR UT
E 101-43		Elec,Water,Sewer	\$276.78		ST DEPT UT
E 221-42		Elec,Water,Sewer	\$162.84		FIRE DEPT PORTION OF FIREHALL UT
E 231-42		Elec,Water,Sewer	\$80.21		AMB PORTION OF FIREHALL UT
E 211-45	500-380	Elec,Water,Sewer	\$411.50		LIBRARY UT
E 101-45	183-380	Elec,Water,Sewer	\$5.60		UT AT CAMPGROUND
E 101-45	200-380	Elec,Water,Sewer	\$24.36		UT AT CITY PARK SHELTERHOUSE
E 101-45	171-380	Elec,Water,Sewer	\$104.57	=	UT AT SKATING RINK
		Total	\$1,974.00		
24800	04/01/21	MOUNTAIN LAKE UTILITIES			
E 101-43	160-381	Electric Utilities	\$3,845.24	-	FEBRUARY STREET LIGHTING
		Total	\$3,845.24		

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
24801	04/01/21	MOUNTAIN LAKE UTILITIES			
E 101-414	400-200	Office Supplies	\$158.51		OFFICE-12-31-20 to 3-31-21 POSTAGE
E 101-42	100-200	Office Supplies	\$4.07		PD-12-31-20 to 3-31-21 POSTAGE
E 205-465	500-200	Office Supplies	\$26.16		EDA-12-31-20 to 3-31-21 POSTAGE
		Total	\$188.74		
24802	04/01/21	MUSKE, SUHRHOFF & PIDDE			
G 101-15	506	PREPAID-LEGAL FEES	\$1,400.00		APRIL RETAINER
		Total	\$1,400.00	-	
24803	04/01/21	NORTHERN SAFETY TECHNOL	OGY INC		
E 101-42	100-550	Motor Vehicles	\$2,303.84	51985	ITEMS FOR NEW POLICE CAR
E 101-42		Motor Vehicles	\$386.51	51998	ITEMS FOR NEW POLICE CAR
E 101-42		Motor Vehicles	\$138.12	52040	ITEMS FOR NEW POLICE CAR
E 101-42		Motor Vehicles	\$2,699.00	52069	ITEMS FOR NEW POLICE CAR
2 101 12		Total	\$5,527.47		
24804	04/01/21	PETERSON DRUG & GIFTS			
E 231-42		Operating Supplies	\$582.46	2/4/21	EPINEPHRINE,ALBUTEROL,ASPRIN-AMB
		Total	\$582.46	-5	
		Total	ΨυυΣ.70		
24805	04/01/21	PLUNKETT'S			
E 101-414	400-400	Janitor-Repairs/Maint	\$322.51	6984414	YEARLY PEST CONTROL-OFFICE
		Total	\$322.51		
24806	04/01/21	PRAXAIR DISTRIBUTION INC.			
E 231-42	154-210	Operating Supplies	\$228.06	62322965	OXYGEN FOR AMBULANCE
E 231-42	154-210	Operating Supplies	\$195.35	62505141	OXYGEN FOR AMBULANCE
		Total	\$423.41	2.	
24807	04/01/21	RITEWAY BUSINESS FORMS			
E 101-414	400-200	Office Supplies	\$253.18	21-30648	ACCOUNTS PAYABLE CHECKS
		Total	\$253.18	-	
24808	04/01/21	STEVE PETERS			
E 101-43		Miscellaneous	\$118.62		SAFETY SHOES
E 101-46		Miscellaneous	\$13.18		SAFETY SHOES
		Total	\$131.80	_	
24809	04/01/21	STREICHERS			
E 101-42		Training & Instruction	\$1,057.62	11491005	POLICE DEPT AMMUNITION
		Total	\$1,057.62	-	
24810	04/01/21	THIRD AVENUE AUTO PARTS			
E 101-42	100-406	Vehicle Maint/Gen Repair	(\$11.23)		CREDIT ON ACCOUNT
		Repairs/Maint Machinery/	\$18.18	S185007	FOR SNOWBUCKET
E 101-43		Repairs/Maint Machinery/	\$54.69	S185010	AIR FILTER FOR SWEEPER
E 101-43	100-404	Repairs/Mairit Machinery			
E 101-43			\$171.58	S185073	FOR SNOWBUCKET
E 101-43 E 101-43	100-404	Repairs/Maint Machinery/	\$171.58	S185073 S185080	FOR SNOWBUCKET BRAKES FOR 2017 POLICE CAR
E 101-43	100-404 100-406			S185073 S185080 S185123	

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42	100-406	Vehicle Maint/Gen Repair	\$35.59	S185201	TIRE FOAM, DECAL REMOVER FOR PD
E 101-42100-406		Vehicle Maint/Gen Repair	\$16.26	S185215	MIST N SHINE FOR POLICE DEPT
E 101-42	100-406	Vehicle Maint/Gen Repair	\$20.50	S185224	SUPPLIES FOR PD
E 101-43	100-404	Repairs/Maint Machinery/	\$11.69	S185233	TOWELS FOR ST DEPT
		Total	\$605.87		
24811	04/01/21	VERIZON WIRELESS			
E 101-42	100-321	Telephone	\$41.75		PD PHONE #1
E 101-42	100-321	Telephone	\$41.75		PD PHONE #2
E 231-42	154-321	Telephone	\$46.75		AMB PHONE
E 101-42	100-321	Telephone	\$35.05		PD TABLET #1
E 101-42	100-321	Telephone	\$35.01		PD TABLET #2
		Total	\$200.31		
24812	04/01/21	ZOO MAN ATTRACTIONS			
E 211-45	500-434	Project Expense	\$225.00	_	LIBRARY PROGRAM
		Total	\$225.00		
		10100 United Prairie 10100	\$224,071.00		
Fund Sur	mmary				
10100 U	nited Prairie 10	0100			
101 GEN	IERAL FUND		\$79,955.98		
205 ECC	NOMIC DEVEL	OPMENT AUTHORITY	\$2,988.54		
211 LIBF	RARY FUND		\$3,115.99		
221 FIRE	DEPT FUND		\$5,766.63		
231 AMB	SULANCE FUND)	\$9,310.44		
235 SW	HOUSING GRA	NT	\$168.00		
507 LAK	E COMMISSION	N FUND	\$35.00		
607 EDA	4 PLEX FUN	ID	\$3,577.37		
608 EDA	8 PLEX FUN	ID	\$7,381.10		
609 EDA	MASON MAI	NOR	\$2,964.33		
610 EDA	-MIDWAY EST	ATES	\$108,807.62		
			\$224,071.00		
718 e	03/22/21	SELECT/FURTHER			
E 101-414	100-141	Admin Fees-HSA	\$5.50		MARCH HSA ADMIN FEES
E 101-421	100-141	Admin Fees-HSA	\$8.25		MARCH HSA ADMIN FEES
E 205-465	500-141	Admin Fees-HSA	\$2.75		MARCH HSA ADMIN FEES
E 101-431	100-141	Admin Fees-HSA	\$4.95		MARCH HSA ADMIN FEES
E 101-462	200-141	Admin Fees-HSA	\$1.65		MARCH HSA ADMIN FEES
E 101-452	200-141	Admin Fees-HSA	\$1.65		MARCH HSA ADMIN FEES
		Total	\$24.75		
		10100 United Prairie 10100	\$1,315.28		

Economic Development Authority Monday, February 8, 2021 12:00 Noon to 1:00 p.m. Council Chambers

PRESENT: Tim Swoboda, Chuck Stevensen, Mike Nelson, Darla Kruser, Vern Peterson, Steve Syverson, Jerry Haberman (arrived at 12:14 p.m.), Clara Johnson and Chad Eken, Advisors. ABSENT:

STAFF: Rob Anderson and Tabitha Garloff CITY ADMINISTRATOR: Michael Schulte

1. CALL TO ORDER:

- Welcome New EDA Advisor Chad Eken. Vern called the meeting to order at 12:04 p.m.
- 2. Motion to Approve Consent Agenda

Consent Agenda:

a. Approval of January 11, 2021 Regular Meeting Minutes.

- b. Approval of Financial Reports and Bills. Motion made and seconded by Steve and Darla to approve the consent agenda as presented. Carried.
- 3. 2021 Proposed EDA Work Plan. Rob reviewed the work plan. Discussion continued. Motion made and seconded by Steve and Mike to add a Goal 12 of Housing to the Work Plan. Carried. Discussed Goal 3, Marketing. Mike stated Ethan Clerc has taken videos of the A&W, School, and sewer ponds as they are completed and can add them to the existing video. Suggestion was made to wait until spring to get a video of A&W. Mike will visit with Ethan about marketing ideas. Motion made and seconded by Steve and Tim to approve the 2021 Work Plan with the addition of Goal 12. Carried.
- 4. Krienke Foods International, Inc. Payment Plan/Property Tax Update. No payment has been received for December, January, and February. A payment of \$49,661.58 is due from Krienke Foods to bring payments current. Rob stated he talked to Caleb this morning and Caleb stated he has applied for the second round SBA PPP loan for \$80,000. Steve suggested Caleb attend the March EDA board meeting if payments are not brought current by that time.
- 5. Daycare/EDA Owned Daycare Property. A list of daycare providers/centers with in a 20 mile radius was provided to board members as requested at the January meeting. Motion made and seconded by Steve and Darla for Rob to reach out to the daycare centers in St. James and Jackson to discuss any interest they may have in expanding to the Mountain Lake area. Carried. Rob stated Neil Bartel has contacted him and expressed interest in the daycare property and possibly the daycare building. His intentions would be to use the property to extend his backyard and to turn the building into a residential home. The board

2

stated at this time they would like to continue exploring option 5 to keep the building a daycare.

- 6. Harder Property. Discussed purchasing 15 acres of land offered for sale from the Harder's for \$9,000 an acre. The cost to extend the current infrastructure is estimated at 1.5 to 2 million dollars. Discussion continued. The board directed Rob to get more clarification on property lines and if the solar panels are included with the property. Jerry stated it would be a good investment for future projects. Vern stated the EDA could make an offer if there is interest in purchasing the property.
- 7. SCDP Housing Rehab Program. Rob attended a Zoom meeting with Southwest Minnesota Housing Partnership (SWMHP). SWMHP is interested in helping the EDA apply for the grant. Grant applications are due in November 2021. Motion made and seconded by Vern and Steve to move forward with the housing rehab program. Carried.

8. Midway Estates

- a. Construction Progress. Rob gave a brief update on the construction progress.
- b. Budget Update. \$16,000 in funds remain.
- c. Construction Change Orders/Consider Adding Water Softeners. Wilcon will honor the bid of \$9,154 to include water softeners in the units. Discussed requiring tenants to use the water softeners and keeping them filled with salt. Motion made and seconded by Steve and Chuck to approve installing water softeners at Midway Estates. Carried.
- d. Lease Prospects/Advertising. Tabitha and Rob will be working on advertising the units in the paper and the Shoppers Guide.
- e. Mailboxes. Tabitha updated the board on the post office's requirement of cluster mailboxes for Midway Estates. The 12 slot cluster mailboxes will remain in the same location as the current mailboxes for Mason Manor and will include Mason Manor's mailboxes. Mailboxes will be locked and include a parcel box. The post office will install a main master lock for mail delivery. Board directed staff to order a 12 slot gray cluster mailbox.
- f. Tour of Double Garage Unit Following Meeting. Board members are invited to meet at Midway Estates to tour a unit after the board meeting.
- g. Other

9. Mountain Lake Commercial Park:

- a. Internet/Data Infrastructure. Rob received a quote of \$30,799 from Frontier to install fiberoptic at the commercial park. Michael received a phone call from Rise Broadband. Rise Broadband expressed interest in expanding to the Mountain Lake area. Jerry stated fiberoptic is an important utility to have available in the commercial park. Rob is waiting for a quote from Mediacom. Suggestion was made get more information from Rise Broadband, wait for Mediacom's quote and negotiate the quote from Frontier.
- b. Other

10. GENERAL DISCUSSION:

a. Jenny's Subdivision/EDA Owned Lot as Option for New Fire/Ambulance Hall. Mountain Lake Fire Department/Ambulance is looking at location options to

construct a new Fire/Ambulance Hall. The current location needs repairs and the equipment has outgrown the building. The committee of fire/ambulance personnel feels the 2 EDA owned lots in Jenny's subdivision would be a desired location for the new hall as the size fits their needs. Darla, on behalf of the committee, would like to know if the EDA would consider selling/donating the lots for a new fire/ambulance hall. The EDA has \$78,000 invested in the lot. The lots need considerable amounts of fill to make them buildable. There is fill available from the pond project that is available to be used to build up the 2 lots. Discussion continued. Motion made and seconded by Steve and Mike to make the lots available for the construction on a new fire/ambulance hall. Darla abstained. Carried.

- b. Job Fair. On hold due to Covid-19.
- c. Next Regular Board Meeting is March 15, 2021
- d. Other Business. Tabitha discussed the reverse osmosis systems in building 2 and 3 at Heritage Estates. The RO systems were installed after the building were built and prior to the RO system being installed at the water plant. Board decision is to remove the RO systems as they stop working.
- 11. ADJOURN. Meeting adjourned at 1:44 p.m.

Mountain Lake Municipal Utilities Commission Meeting Mountain Lake City Hall Thursday, March 11, 2021 7 AM

Members On-Call: Mark Langland, Sue Garloff, Todd Johnson, David Savage

Members Absent: Council Liaison Dean Janzen

Staff On-Call: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office

Manager; David Watkins, Electric Lineman; Lane Anderson, Electric Lineman; Taylor Nesmoe, Water/Wastewater Foreman; Scott Pankratz,

Water/Wastewater Operator

Others Present: None

Call to Order

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

Approval of Agenda, Minutes, and Bills

Motion by Savage, seconded by Johnson, to add 5.C – Discussion – Transmission Line to the agenda, approve the agenda, the February 25 Minutes, and Bills #20638 - 20684. Motion carried 4 – 0.

Electric Department

The department had DOT inspections on their vehicles. Two underground faults were detected near the fire station which caused the lights to stay off. The #4 engine is still leaking water so it was taken out of the loop and separated from the others and will be looked at soon.

Water/Wastewater Department

Nesmoe and Pankratz attended classes in St. Cloud last week for their Class C water license and Class D water license. They may received results by the end of this week. The jetter was taken to St. Paul for repairs. Once warmer temperatures remain stable, the department will be working on hydrant flushing.

Assistant Utilities Office Manager

Jill Falk was offered and has verbally accepted the Assistant Utilities Office Manager position. There were 18 applicants and 6 interviews. She is projected to start in the position at the end of the month or the beginning of April.

CMPAS CEO Position

The administrator plans to attend meetings this evening and tomorrow to meet candidates for the CEO position along with attending the monthly board meeting. Malinda Hibben has been the interim CEO since August of 2020.

Transmission Line Project

An update on the potential project to add a new transmission line to an Xcel substation was discussed. There have been some identified barriers of doing so. More information will be discussed with CMPAS staff and be discussed at a future meeting.

Adjourn

The meeting was adjourned at 7:26 a.m.

Approved March 25, 2021							
ATTEST:							
Michael Schulte, Administrator/Clerk							

City of Mountain Lake Regular City Council Meeting Mountain Lake City Hall – 930 Third Ave Monday, March 15, 2021 6:30 p.m.

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

Members Absent: None

City Staff Present: Michael Schulte, City Administrator/Clerk

Others Present: Doug Regehr

Call to Order

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

Approval of Agenda & Consent Agenda

Motion by Kass, seconded by Kruser, to add 2.H Hire Jill Falk as Assistant Utilities Office Manager at Step 1 effective April 5, 2021 to the consent agenda. Motion carried 5-0. Motion by Kruser, seconded by Ysker, to approve the consent agenda and agenda as amended. Motion carried 5-0.

Bills: Checks #24720 – 24754, 716E – 717E

Payroll: Checks #65896 – 65922

Approve January 11 Tree Commission Minutes

Approve February 8 Lake Commission Minutes

Approved February 9 Library Board Minutes, February Report, & February

Expenditures

Approve February 25 Utilities Commission Minutes

Approve March 1 City Council Minutes

Hire Jill Falk as Assistant Utilities Office Manager at Step 1 effective April 5,

2021

Public

No one spoke during this portion of the meeting.

City-Wide Clean-Up Contract with Hometown Sanitation

The current contract with Hometown Sanitation expires this year so Mike Johnson from Hometown Sanitation presented a new contract for 2022-2024. The first Saturday in May has been the preferred date for clean-up and will continue through 2024. The proposal includes

\$150/ton for 2022, \$155/ton for 2023, and \$160/ton for 2024. Cottonwood County Landfill is raising their rates on May 3rd which will affect next year's clean-up costs. The city-wide cleanup, residential and commercial services, and history of the company were discussed. The council expressed Hometown's exceptional service and that there have not been any complaints that the council has heard. Johnson stated that garbage rates for residents in Mountain Lake did not go up in 2020 due to the pandemic. Johnson expressed he is thankful for Mountain Lake taking a chance on him and being one of the first cities to accept their services around 10 years ago. Waste Management's recycling services were discussed. Waste Management was selected by the county to provide recycling services to county residents. The council has received multiple complaints over the years of bins not being picked up, that they are hard to contact over the phone, and that the recycling shed and bins are always full. Hometown Sanitation has provided a quote to the county to perform these services but did not have an overall lower price than Waste Management. Direction was given to the administrator to contact Tom Appel to inform him of the complaints received about Waste Management's services. Motion by Kruser, seconded by Janzen, to approve the contract with Hometown Sanitation to provide city-wide clean-ups for 2022 - 2024. Motion carried 5 - 0.

Fire/Ambulance Hall

The EDA Board meeting was postponed due to the weather today to March 18. Discussion on the lot at Jenny's subdivision is on the agenda and more discussion will be held then. Upon discussing soil borings with the city's engineer, he anticipates the soil on this lot should not have any issues as other buildings have been built around it. However, if USDA financing is pursued, soil borings with certain requirements is a requirement to receive financing through USDA. Soil borings are needed where the building and potential parking will be built. Direction was given to wait to do soil borings until plans are more definitive and if USDA financing will be pursued. The administrator stated next steps would be to meet with the building committee to discuss more specifics of the building and discuss how the committee would like to choose an architect whether it is through a formal process or meeting with a handful of architects who have experience in the area. Councilmember Kruser will provide the administrator emails of the building committee members and a meeting will be scheduled in the future.

Part-Time / Seasonal Employees

The Library Board approved a motion to advertise and fill for a part-time library aide position. Rosalie Dick resigned from the position last year but the position was not filled because of decreased library hours and programming due to the pandemic. Hours have been extended again and hopes of more programs being scheduled this summer will need more assistance. There is a step pay scale for the position. There will be an opening for a full-time/seasonal street worker. Starting rate is \$12.00/hour and if the employee returns the following summer they receive an extra \$0.50/hour. The Lake Commission is requesting to hire multiple operators for the weed harvester to utilize as many hours as they can cleaning the lake. The hourly wage is \$15.00/hour.

Motion by Kruser, seconded by Janzen, to advertise and fill a Part-Time Library Aide position, a full-time seasonal street worker position, and to have the goal of hiring two weed harvester operators but no more than three. Motion carried 5-0.

City Attorney

Adious

The city attorney was not able to attend in person due to the weather but provided an email update on various public nuisances. Discussion on various nuisances ensued. Nelson stated there was a lot of garbage on the ground around Casey's and A&W in the commercial park and he went around and picked some up. Nelson asked if a temporary garbage can near the street could be placed for truckers to see if it would improve the issue. It was mentioned that the Casey's garbage cans are always full and the wind easily blows garbage around the area. The administrator will discuss more with the street superintendent.

Aujourn
The meeting was adjourned at 7:37 p.m.
ATTEST:
Michael Schulte, Administrator/Clerk

Mt. Lake Chamber of Commerce Pow Wow, 2021 Request for Street Closings:

June 20th

Pow Wow 3 on 3 Basketball Tournament 9th Street between 3rd Ave. and 4th Ave. and 4th Ave. from 9th Street to 10th Street 11:00 a.m. to 4:00 p.m.

Pow Wow Carnival 10th Street N. from 3rd Ave. to 4th Ave. and 9th Street to 11th Street 1:00 p.m. on 20th to 9:00 a.m. on June 23rd

June 20th Antique Car Parade 3rd Avenue from 10th Street to 11th St. 6:00 p.m. to 8:00 p.m.

June 21st
Pow Wow Grand Parade
3rd Avenue from Co. Hwy. 1 to 7th Ave.
5:00 p.m. to 9:00 p.m.

June 22nd
Pow Wow Kids Tractor Pull and Fire Department Water Fight 10th Street from 3rd Ave. to 2nd Ave. 1:00 p.m. to 6:30 p.m.

Street Dept March Report

- Sweep Streets
- Blow Trail OPEN
- Complete Online Pesticide Applicator Recedification Class Daron/Steve
- Dub @ Close Graves 3-2/3-5/3-17
- Blade Gravel Rds Drag Allys Trock Toma Around Camp Ground
- Parks Garbage Cans Bike Racks Fremis Tables Out.
- Pick up Branches Parks Cometary
- Parent Snow Breket 310 5 J (BackHoE)
- Pull Cometary StallEs
- OPEN Tree Dump Install Camera
- Cold Paten Pot Holes
- Replace Carpide Buts Asphalt GrinoBR
- New Blade's 672 6A
- · I Snow Storm

SURPLUS EQUIPMENT AT MOUNTAIN LAKE PUBLIC LIBRARY

ITEMS WITH MINIMAL VALUE-TO BE LISTED FOR SALE

- *16 MM film projector and old films
- *Digital Camera
- *Record player
- *2 Slide projectors and 3 slide trays
- *Filmstrip Projector
- *14 fabric covered metal chairs
- *4 metal chairs with removable cushions

ITEMS WITH NO VALUE, NO USE TO LIBRARY

Tall stool – metal

Desk chair – metal

BROKEN/UNUSABLE

- -Fax machine
- -2 telephones
- -typewriter
- -2 computers with keyboards
- -various old power strips and cords for computers and telephones
- -microfiche machine
- -printer
- -5 metal chairs with removable cushions (have been repaired and need to be welded again)



Your LMC Resource

Daniel Lightfoot

IGR Representative

(651) 281-1295 or (800) 925-1122

dlightfoot@lmc.org

President Biden Signs American Rescue Plan With \$350 Billion for State and Local Governments

March 15, 2021

The package includes \$65 billion in recovery funds for cities of all sizes.

President Biden signed the \$1.9 trillion <u>American Rescue Plan (https://www.congress.gov/bill/117th-congress/house-bill/1319/text?</u> r=1&s=1) on March 11. It includes \$350 billion in federal aid for states, municipalities, counties, tribes, and territories.

Coronavirus Local Fiscal Recovery Fund

In addition to the \$350 billion for states and local governments, the act provides federal aid for all 19,000 municipal governments across the country via the Coronavirus Local Fiscal Recovery Fund, including:

- \$130 billion for local governments split evenly between municipalities and counties.
- \$65 billion allocated to cities through a modified Community Development Block Grant formula as follows:
 - \$45.9 billion for entitlement communities (over 50,000 in population).
 - \$19.5 billion for non-entitlement communities (under 50,000 in population).

The law also spells out a few other details about the aid to local governments, including that:

- Funds will be released in two payments to local governments, with half following enactment and half paid 12 months following receipt of first payment.
- There will be no minimum population threshold for payments, but non-entitlement distributions will be capped at 75% of the pre-pandemic city budget.
- Funds can be used to replace lost revenue.
- Funds can be transferred between jurisdictions or to nonprofit partners.
- There is an expenditure deadline of Dec. 31, 2024.

<u>See preliminary allocation estimations to states and local units of government (xls)</u>
(https://oversight.house.gov/sites/democrats.oversight.house.gov/files/State%20and%20Local%20Allocation%20Output%2003.08.21.xlsx)

Please note that funding estimates are approximations, and there are certain Minnesota cities that are not included in the linked estimations. This should not be read as an indication that those cities will not receive funding; final estimations are forthcoming.

Additional details

Other provisions in the law of importance to cities include:

A federally financed COBRA subsidy that is available for up to six months for eligible individuals. (<u>Learn more about this from consultants at Gallagher. (https://ajg.adobeconnect.com/cobrasubarpa/)</u>)

- Other employee benefits, including temporary increases for dependent care benefits and extension of credits for paid leave when offered on a voluntary basis. (<u>Learn more about this from consultants at Gallagher</u>.
 <a href="mailto:(https://ajg.adobeconnect.com/arpa/?j=24529&sfmc_sub=1745491&l=14_HTML&u=248977&mid=110006093&jb=1&utm_source=sfmc&utm_medium=email&utm_campaign=GBS_2021_US_Alert-0309&utm_term=Read+More&sfmc_e=1745491))
- \$25 billion in emergency rental assistance.
- \$15 billion for Small Business Emergency Injury Disaster Loans.
- \$25 billion for grants to restaurants and bars to meet payroll and other expenses.
- \$7.6 billion Emergency Connectivity Fund to assist with internet access for distance learning.
- \$7 billion in additional funding for the Paycheck Protection Program.
- \$4.5 billion in assistance for low-income individuals to assist with energy and water bills.
- Funding for coronavirus testing, contact tracing, and vaccine distribution.
- Extension of weekly federal pandemic unemployment benefits of \$300 through Sept. 6.
- \$1,400 stimulus checks for individuals earning up to \$75,000 per year, and \$2,800 for couples filing jointly and earning up to \$150,000 per year.

Free webinar

The League presented a free webinar about this new COVID relief package on March 16.

Access a recording of the webinar (https://www.lmc.org/learning-events/previous-events/recorded-webinars/road-to-recovery-series-coronavirus-local-fiscal-recovery-fund-introduction/)

Read more news articles (https://www.lmc.org/news-publications/news/latest-news/)

Unit	County	State	<u>Allocation</u>	
Mountain Lake city	Cottonwood County	Minnesota	0.23	\$230,000
Cottonwood County	Minnesota		2.17	\$2,170,000.00

City of Mountain Lake Job Description

Job Title: Seasonal/Full-Time Electric Dept. Worker Department: Electric Utility

Supervisor: Electric Department Superintendent Classification: Seasonal/Full-time, Non-Union,

Non-exempt

Work Schedule

Hours of work are structured to meet service demands, the needs of the public served and weather conditions. The position will be scheduled for approximately 40 hours per week from approximately May through September not to exceed 185 consecutive calendar days. Actual hours are determined by the City Administrator and Electric Department in conjunction with the seasonal worker.

Description of Work

Under the direct supervision of the Electric Department Superintendent & Staff, the seasonal position will assist with the maintenance of all city electric infrastructure, lighting systems, and the power plant. Performs other related duties as required.

Essential Functions of the Job

- Assists with summer projects, cleans and maintains power plant, follows safety practices and equipment rules, assists in regular maintenance and repair of equipment, performs other work as required and directed by the department head.
- Ability to operate equipment necessary to perform job duties, operates tractors and pick up trucks and other power tools.
- Does manual labor such as digging and assists with the set-up of the annual city celebration in June.
- Complies with appropriate local, state, and federal safety rules, regulations, and statutes.
- Performs physical demands and work environment requirements for this position.
- Effective and respectful communication and interactions with other employees, supervisors, individuals from other organizations, and citizen customers.

Required Knowledge and Abilities

- Ability to be a self-starter and completion of work assigned.
- Ability to be punctual and reliable.

Minimum Qualifications

- Must possess a MN Driver license
- High School Diploma or equivalent

Preferred Qualifications

- Experience working with electric infrastructure.
- Enrolled in electric lineman courses or related field or completed diploma in electric utility.

Conditions of Employment

• Must comply with organizational and departmental policies.

Physical Demands/Work Environment

- Requires incumbent to work inside, outside, in confined areas, on uneven ground, underground, alone, with others, around others, and have contact with the public.
- Exposes the incumbent to dust, dirt, fumes, gases, chemicals, other substances, excessive noise, vibrations, heat, and cold.
- Requires the incumbent to work with or around pressurized equipment, burning materials/equipment, and moving objects.

- Activities that occur continuously (more than 7 hours) are: using fingers and hands for repetitive, non-repetitive, or consistent actions; handling; fine manipulating; and hearing.
- Activities that occur frequently (from 4 to 7 hours) are: standing; reaching at and below shoulder level with right and/or left shoulders together and independent of one another; using sense of touch; using foot/feet together and/or independent of one another; talking; and using near vision, far vision, depth perception, and accommodation.
- Activities that occur occasionally (from 1 to 3 hours) are: sitting; walking; bending/stooping; pulling; twisting; using color vision, and field of vision/peripheral vision; using sense of smell; and carrying up to 24 pounds.
- Activities that occur infrequently (up to 60 minutes) are: squatting; crouching; kneeling; pushing; climbing; carrying up to 75 pounds; and lifting up to and over 75 pounds.

Equipment/Job Location

This position will be located at the Electric Utility Plant in the City of Mountain Lake. Uses various equipment and tools. This position **does** require the operation of an automobile.

The position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City of Mountain Lake is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Reviewed April 2021