

Regular City Council Meeting
Mountain Lake City Hall – 930 Third Avenue
Monday, May 16, 2022
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 #26050 – 26096, 793E – 796E (1-7)
 - b. Payroll: Checks #66662 – 66692 (8)
 - c. Approve April 11 Lake Commission Minutes (9-10)
 - d. Approve April 12 Library Board Minutes, March Expenditures, & March Library Report (11-13)
 - e. Approve April 28 Board of Appeal & Equalization Minutes (14-15)
 - f. Approve April 21 Utilities Commission Minutes (16-17)
 - g. Approve May 2 City Council Minutes (18-19)

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. 2021 City Audit – *Sara Oberloh, Oberloh & Oberloh, Ltd.*
 - a. Review – 2021 Audit & Financials (at meeting)
 - b. Discussion/Action – Approve 2021 Audit

5. City Attorney
 - a. Discussion/Action – Second Reading for Parking Regulation Amendment (at meeting)

6. City Administrator
 - a. Discussion/Action – Request from Pow Wow Road Race and Fitness Walk (at meeting)
 - b. Discussion/Action – Community Garden
 - c. Discussion/Action – Potential Street Projects (20-23)

7. Adjourn

Lake Commission Meeting
Monday, April 11, 2022, 6:30 p.m.

Members Present: Dave Bucklin, Janell Bargen, Joey Morey, Randy Loewen, Kim Syverson, Jean Haberman

Guests Present: Mike Nelson (Mayor), Michael Mueller (City Admin.), Rachel Yoder, Doug Standerwick

Chair Bucklin called the meeting to order at 6:30 p.m. M/S/P Syverson/Bargen to approve the agenda and minutes of the March 17, 2022 meeting.

Treasurer's Report (4/11/22)

Income:

UPB – Interest	9.95
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Expenses:

Todd Hines – Repair Ford L 8000 Truck	<u>1,346.82</u>
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Ending Balance	\$36,125.26
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Savings Balance	22,025.19
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Weed Harvester replacement funds from Cot. Co. (2018)	20,000.00
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Weed Harvester replacement funds from Cot. Co. (Jan. 2019)	10,000.00
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Weed Harvester replacement funds from Cot. Co. (Oct. 2019)	20,000.00
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Weed Harvester replacement funds from Cot. Co. (Nov. 2021)	<u>20,000.00</u>
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Total Savings Balance:	\$92,025.19
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M/S/P Morey/Syverson to approve the Treasurer's Report.

Harvesting/Lake:

- Brian Janzen completed the repairs on the weed harvester and it's ready to go!
- Dave Bucklin received confirmation that the DNR weed harvesting permit was submitted.
- There are three applicants for weed harvester operators. The Lake Commission recommends hiring all three applicants. Randy Loewen will take care of scheduling and training.
- Janell picked up nine thin ice signs. There are seven more to be picked up. They will be retrieved when the fishing pier is moved back to its summer location.
- Kim Syverson contacted Lindsey Brockberg, an ag teacher at the public school, to see if her students could repair the aluminum dock. She will contact her again to see if they are still interested in the project.

- Lake clean-up day will be Wed., May 18 from 3:15 – 4:30 p.m. Students in grade 3-6 will meet at Lawcon Park. Students will get an A&W ice cream cone coupon for participating.

Trail:

- Doug Standerwick from Borgen, Inc. was at the meeting to talk about the benefits of applying RePlay to the lake trail. After discussing trail coating options, the consensus was to recommend applying RePlay this summer for a cost of \$57,768. This was previously approved at the October 12, 2022 meeting.
- The memorial bench and tree in honor of Eric John Niss was discussed. Dave has a recommendation for tree and Randy will design a prototype of a memorial bench.

Can Bin: Joey Morey will take care of pushing the aluminum cans to the back of the bin. A bin clean-out day will be scheduled in May or June.

Golf Course Project: Dave Bucklin will talk to the golf course about a new water quality project that they are interested in.

Membership: Nathan Harder will replace Tim Rahn on the Lake Commission.

Fundraising: An “Adopt-a-Board” fundraising idea was presented. People could make a donation to adopt a board for the new boardwalk and have it personalized. A booth at Pow Wow was suggested to raise awareness for a new boardwalk and the Active Living splashpad. A sample board could be displayed as an example.

Next meeting is **Monday, May 9, 2022 at 6:30 p.m.**

Respectfully submitted,

Jean Haberman,
Secretary/Treasurer

Mountain Lake Public Library Board Minutes

April 12, 2022

Members Present: Rachel Simon, Dennis Cords, Vickie Krueger

Members Absent: Sarah Morey, Rick Herrig

Staff Present: Kari Hanson, Director

The meeting was called to order at 4:30 p.m. by vice chair Rachel Simon.

M/S V. Krueger/D. Cords to approve the minutes of the March 8, 2022 meeting. Motion carried.

Kari presented the March monthly reports indicating 2175 total circulation and expenditures in the amount of \$3,144.51. M/S D. Cords/R. Simon to accept the March reports as given and to approve the March expenditures. Motion carried.

In old business, Kari updated the board on the shelves that have been repaired. Staff very happy with repair.

In new business, library will continue with new hours, closing at 6:00 PM on Tuesdays. M/S V. Krueger/R. Simon to approve new hours.

Winter Reading Program was a success. 67 adults signed up for the program. 15 of those were brand new to the program. 724 books were read according to the reading logs that were redeemed for a prize.

D. Fjeld from the Citizen/Observer was here for our March Lego Club. He took pictures of the kids and interviewed them. He hopes to run a story along with the information from the donation to the Mountain Lake Friends of the Library Group, which helped purchase the Legos.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Dennis Cords, secretary

Next meeting will be May 10, 2022, at 4:30 PM.

LIBRARY EXPENDITURES - APRIL 2022

12

A & B Business	Office Supplies / Copier Contract	\$54.46
Dennis Hulzebos	Repairs & Maint. - Janitorial	\$345.00
Frontier	Telephone Expense	\$81.01
Indoff	Office Supplies	\$36.91
Ingram	Books	\$580.48
MN Energy Resources	Gas Utilities	\$170.08
Synchrony Bank/Amazon	Books 31.97/AV \$137.18	\$169.15
The Zoo Man	Project Expense	\$250.00
	TOTAL	\$1,687.09

**Board of Appeal and Equalization
Mountain Lake City Council
Thursday, April 28, 2022
5:30 p.m.**

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

Members Absent: None

Staff Present: Michael Mueller, City Administrator

Others Present: Gale Bondhus, County Assessor; David Grev, AMA; Sarah Lanier, CMA; Tim & Renee Herrig; Brian Janzen; Janine Sneer.

Mayor Nelson called the Board of Review to order at 5:30 p.m.

Motion by Kass, second by Janzen to approve the agenda as presented. Motion carried 5 – 0.

Board of Review

Gale Bondhus, County Assessor, introduced herself.

Bondhus stated that the City of Mountain Lake had 38 sales of residential property that they considered “good sales”. These sales were open market that took place between October 1, 2020, and September 30, 2021. To now have a significant increase in values for a particular class, the median ratio of those 38 sales would have had to be between 90% and 105%. The ratio on the 38 sales was 83%. Based on the 38 sales, their office set the residential values to increase by 25%. The value increases were on the residential buildings – not on the land. Their new ratio reflecting those changes is 103%. Ag properties increased roughly 17%. The City of Mountain Lake’s Estimate Market Value (EMV) for 2021 was \$91,094,600, and in 2022 increased to \$108,929,500. Various properties and their values were discussed.

Tim & Renee Herrig, 22.411.0080 and 22.610.0240, asked questions and made comments regarding their property.

Brain Janzen, 22.413.0760, asked questions and made comments regarding his property.

Janine Sneer, 22.610.0791, had no questions or comments, but wanted to learn and observe.

Bondhus provided various responses, answers, comparable sales, explanations, and calculations to the various questions by property owners listed above.

There was one appeal by a property owner.

Tim Herrig, 22.411.0080 and 22.610.0240, has a non-buildable lot, located on parcel 22.610.0240, previously valued at \$2,700, and has an increased valuation of \$3,700. There can be no use for this lot, nor can it be combined, requested the valuation to be lowered.

Motion by Kass, seconded by Kruser, to make no changes to parcel 22.411.0080. Motion carried 5 – 0.

Motion by Kruser, seconded by Ysker, to change the valuation from \$3,700 to \$2,800 on parcel 22.610.0240. Motion carried 5 – 0.

Cottonwood County Assessor's office re-evaluated a building's valuation, located on parcel 22.520.0120. They recommended lowering the value of the building by \$16,700 from what was originally proposed.

Motion by Kass, seconded by Ysker, to change the valuation from \$273,300 to \$256,600, \$16,700 decrease in building value on parcel 22.520.0120. Motion carried 5 – 0.

Bondhus stated that Councilmember Kass and Councilmember Janzen are certified until July 1, 2025, and preferably there should be one more councilmember trained for next year, to stagger training.

Motion by Janzen, seconded by Ysker, to approve all the assessments in the City of Mountain Lake. Motion carried 5 – 0.

Adjourn

The meeting was adjourned at 6:20 p.m.

ATTEST:

Michael Mueller, Administrator/Clerk

Mountain Lake Utilities Commission Meeting

Mountain Lake City Hall

Thursday, April 21, 2022

7 AM

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

Members Absent: Brian Janzen

Staff Present: Michael Mueller; Clerk/Administrator; Jill Falk; Utilities Office Manager, Dave Watkins; Electric Superintendent; Lane Anderson; Lineman; Steve Peters; Lineman; Scott Pankratz; Water/Wastewater Worker

Others Present:

Call to Order

The meeting was called to order at 7 AM. Nothing added to the agenda.

Approval of Minutes and Bills

Motion by Johnson, seconded by Garloff to approve the April 7th Minutes, and Check Numbers 21649-21677 (382e-383e). Motion carried.

Electric Department

The Generator Project is moving forward and currently handed over to the Environmental Engineer. Watkins has submitted all of the required documentation and information needed so they can begin working on emissions testing. Watkins also discussed that he had planned on starting work on underground projects this week. Unfortunately, due to the weather, most of these jobs will need to be postponed a little longer. Once the weather and ground begin to warm, they will start the projects at the park and then move on to Golf Course Road and Nickel Road.

A meeting was held this week to discuss the plans for the new butcher shop that will be going up south of Casey's. This is still within city limits and now the goal is to come up with the best plan to get the electric, water and sewer dug under the highway. Watkins believes there is enough wire in inventory, but a transformer would be needed, and the turnaround time is at least a year out. He also believes there will be additional costs that were not included in the original budget. Mueller wanted to point out that the butcher shop will be required to have a SIU contract in place which will in turn help to pay off 10% of the PFA balance from the ponds.

Water/Wastewater Department

Pankratz mentioned that they should be completing the discharge of the old ponds tonight and have sent all the samples in. As discussed in previous meetings, one of the aerators in the new pond continues to flip over due to the wind. This time it has caused additional damage and tear in the liner. Mathiowetz is aware of the issue and all of the repairs will be covered under warranty. Langland mentioned that during the pond project, the decision was made to move the aerators to the top of the pond instead of bottom which was originally planned. The wind will continue to be an issue and it was discussed to have a wider base for the float, so this does not turn out to be an ongoing problem. Mathiowetz is also working on the structure of old pond #1 to repair the lining and continue painting. Pankratz also discussed that well #5 has been sending out low voltage alarms. However, the electric department has checked the voltage, and everything is normal. Well #6 is still down, as they continue to wait for the replacement controller, with no estimated time available.

City Administrator

Garloff brought up the Fiberoptics project with MVTV. When they begin the digging for the butcher shop, Watkins will pull the line for communication over as well. This would cover Casey's, A&W, and the butcher shop. Mueller stated that since Mountain Lake has internet options through Mediacom, we are not able to get any state funding for the project. However, Cottonwood County as a whole is underserved, so they could qualify and set up a ring around the county which we could connect to.

Adjourn

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

ATTEST:

Jill Falk, Utilities Office Manager

**City of Mountain Lake
Regular City Council Meeting
Mountain Lake City Hall – 930 Third Ave
Monday, May 2, 2022
6:30 p.m.**

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

City Staff Present: Michael Mueller City Administrator; Maryellen Suhrhoff City Attorney;
Daron Friesen, Street Superintendent

Others Present: Gloria McKissick, Rachel Yoder, 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 first reading-off street parking, parking regulation amendments to the agenda. Motion carried 5– 0. Motion by Kruser, seconded by Ysker to approve the agenda and consent agenda as amended. Motion carried 5– 0.

Bills: Checks #26004-26049, voided #26029-26033, 791E-792E

Payroll: Checks #66646-66661

Approve March 21 EDA Board Minutes

Approve March 28 Police Commission Minutes

Approve April 7 Utilities Commission Minutes

Approve April 18 City Council Minutes

Approve Resolution #12-22 Appointing Election Judges

Public

Rachel Yoder and Gloria McKissick spoke during the public comment section of the meeting.

Street Department Report

Daron Friesen, Street Superintendent, provided a report of completed items in April. Motion by Janzen, seconded by Kruser to list the distributor and 62 Ford as City surplus. Motion carried 5– 0. Motion by Kruser, seconded by Kass to purchase a new water fountain. Motion carried 5– 0.

City Attorney

An update was given to the council regarding civil processes on various properties, public nuisances, current processes, court procedures, agreements, and plans. There was a first reading regarding a proposed parking regulation amendment.

City Administrator

Michael Mueller, City Administrator, informed Council an individual approached him, requesting to purchase a City owned empty lot. Council discussed interested in selling, especially if they planned to build a home on the lot.

6-Month Performance Evaluation of the City Administrator

Motion by Kass, seconded by Kruser to close the meeting. Motion carried 5– 0. Motion by Janzen, seconded by Kass to open the meeting. Motion carried 5– 0.

The Council provided the City Administrator their written evaluations.

Motion by Kass, seconded by Ysker to move Michael Mueller, City Administrator, from Step 1 to Step 4, effective May 2, 2022. Motion carried 5– 0.

Adjourn

The meeting was adjourned at 7:58 p.m.

ATTEST:

Michael Mueller, Administrator/Clerk

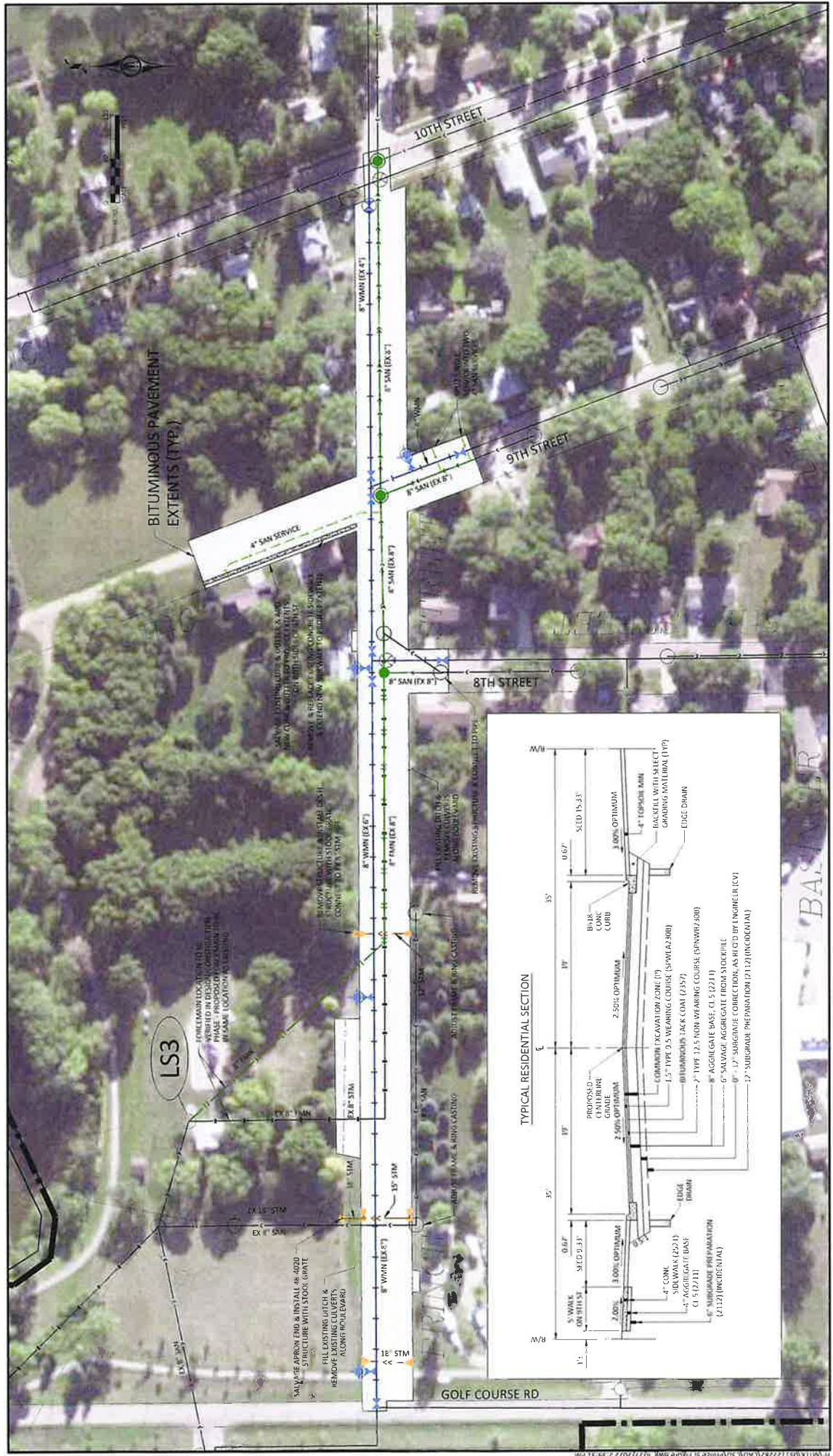


TABLE 1

PRELIMINARY ENGINEERS ESTIMATE OF CONSTRUCTION COSTS PRINCE STREET AND UTILITY IMPROVEMENTS CITY OF MOUNTAIN LAKE PROJECT BREAKDOWN SUMMARY

Date: 27-Apr-22
 Prep. By: Bolton & Menk
 Sleepy Eye, MN

Filename: H:\MTLK\0S1127282\2_Preliminary\A_Calculations\127282 Prince St. Prelim Quant.xlsx\PROJECT BREAKDOWN

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COSTS
1	MOBILIZATION & SURFACE RESTORATION	\$1,231,950
2	STORM SEWER CONSTRUCTION	\$70,250
3	WATERMAIN CONSTRUCTION	\$383,900
4	SANITARY SEWER CONSTRUCTION	\$321,100
5	TOTAL ESTIMATED PROJECT COSTS	\$2,007,200

4TH AVE IMPROVEMENTS
CITY OF MOUNTAIN LAKE

FIGURE 1
SEPTEMBER 2020

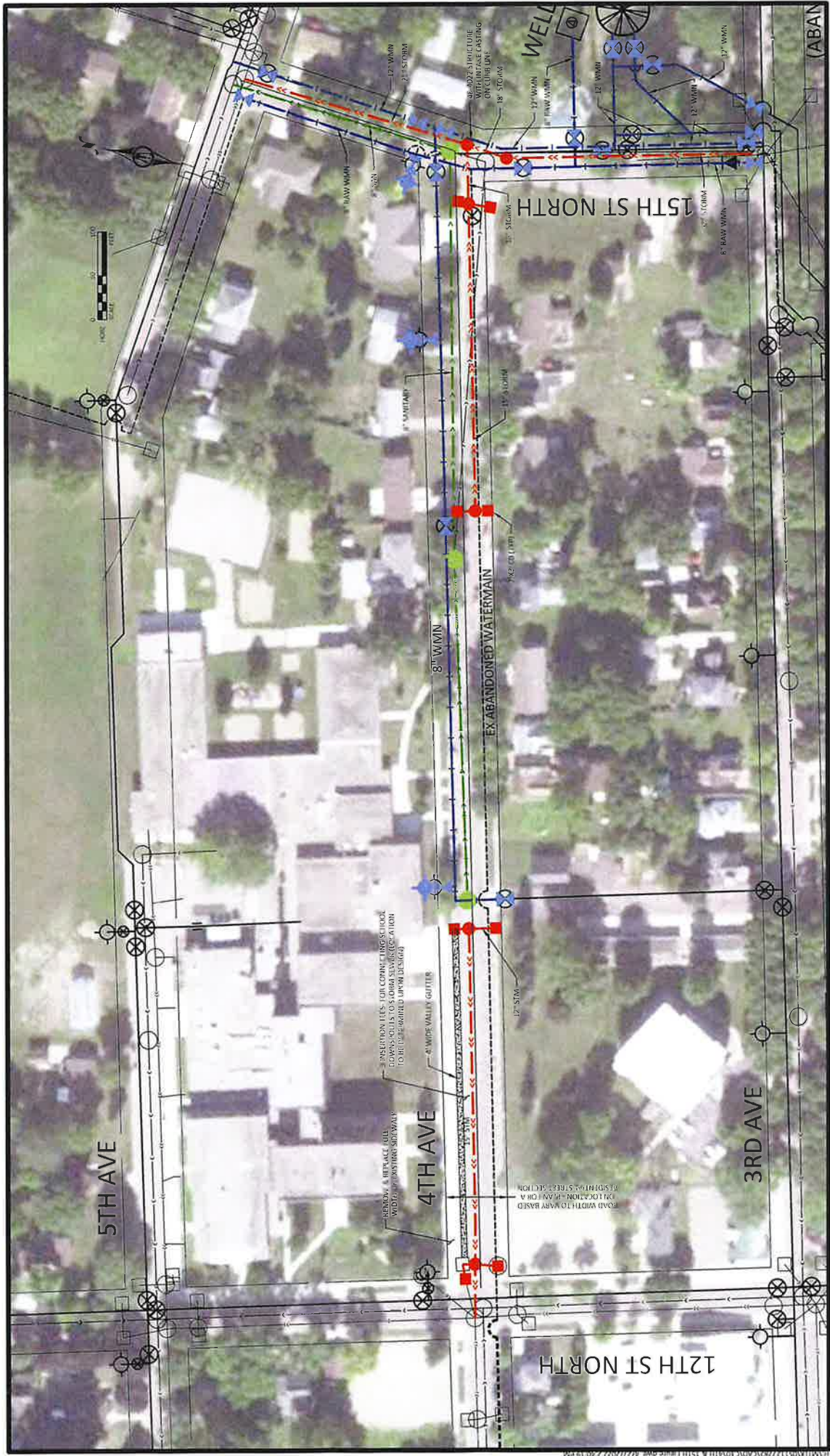


TABLE 1

PRELIMINARY ENGINEERS ESTIMATE OF CONSTRUCTION COSTS 4TH & 15TH STREET AND UTILITY IMPROVEMENTS CITY OF MOUNTAIN LAKE PROJECT BREAKDOWN SUMMARY

Date: 27-Apr-22
 Prep. By: Bolton & Menk
 Sleepy Eye, MN

Filename: H:\MTLK\0S1127282\2_Preliminary\A_Calculations\[127282 Prince St. Prelim Quant.xlsx]PROJECT BREAKDOWN

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COSTS
1	MOBILIZATION & SURFACE RESTORATION	\$1,645,620
2	STORM SEWER CONSTRUCTION	\$273,200
3	WATERMAIN CONSTRUCTION	\$669,520
4	SANITARY SEWER CONSTRUCTION	\$227,760
5	TOTAL ESTIMATED PROJECT COSTS	\$2,816,100