

**Regular Council Meeting**  
**Mountain Lake City Hall**  
**Monday, May 6, 2019**  
**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 #22350 – 22410, 602E – 603E (1-8)
  - b. Payroll: Checks #64562 – 64577
  - c. Approval of March Library Board Minutes, March Library Report, & March Library Expenditures (9-11)
  - d. Approval of March 18 EDA Board Minutes (12-14)
  - e. Approval of April 15 Utilities Commission Minutes (15-16)
  - f. Approval of April 15 City Council Minutes (17-19)
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. Street Department Report
5. Community Center Renovation
  - a. Discussion – Future Community Center Renovation Projects
6. City Attorney
  - a. Update – Hiebert Greenhouse Property
  - b. Second Reading – Ordinance #3-19 Amending Right-Of-Way Ordinance (20-24)
7. City Administrator
  - a. Discussion/Action – Ambulance/Fire Contracts (available at meeting)
  - b. Discussion/Action – Water/Wastewater Foreman & Worker
  - c. Discussion/Action – 10<sup>th</sup> Street Lights (25-28)
  - d. Discussion – Citizen Engagement Online Questionnaire
  - e. Review/Action – Future Events (29)
8. Adjourn

**\*Check Detail Register©**

April 2019 to May 2019

Check Amt Invoice Comment

*May 6, 2019 mtg*  
*22350-22410*  
*602 E-603 E*

**10100 United Prairie**

Paid Chk# 022350 4/12/2019 MUSKE, MUSKE, SURHOFF

G 101-15506	PREPAID-LEGAL FEES	\$927.70	LEGAL FEES
<b>Total MUSKE, MUSKE, SURHOFF</b>		<b>\$927.70</b>	

Paid Chk# 022351 4/12/2019 WINDOM AREA HEALTH

E 231-42154-430	Miscellaneous	\$387.34	NURSE ON AMB RUN-2 RUNS
<b>Total WINDOM AREA HEALTH</b>		<b>\$387.34</b>	

Paid Chk# 022352 4/12/2019 AGCO FINANCE-AGCOPLUS

E 101-43100-212	Motor Fuels	\$16.54	IM36605	DEF-ST DEPT
E 101-43100-212	Motor Fuels	\$16.54	IM36622	DEF-ST DEPT
E 101-43100-404	Repairs/Maint Machinery/Equip	\$8.16	IM36837	POWER WASHER HOSE END-ST DEPT
<b>Total AGCO FINANCE-AGCOPLUS</b>		<b>\$41.24</b>		

Paid Chk# 022353 4/15/2019 COTTONWOOD COUNTY AUD/TREAS

E 307-46300-354	Real Estate Taxes	\$600.00	22.497.0130-YUSEF LOT
E 307-46300-354	Real Estate Taxes	\$764.00	22.497.0020-FORMER DICK LOT
E 307-46300-354	Real Estate Taxes	\$558.00	22.497.0070-FORMER PUENTE LOT
G 230-15502	Prepaid RE Tax-Hometown Café	\$2,792.00	22.320.0040-HOMETOWN CAFÉ
E 607-46330-354	Real Estate Taxes	\$534.09	HERITAGE ESTATES-607 22.611.0010
E 608-46330-354	Real Estate Taxes	\$1,036.77	HERITAGE ESTATES-608 22.611.0010
E 609-46330-354	Real Estate Taxes	\$100.00	MASON MANOR 22.358.0135
E 205-46500-354	Real Estate Taxes	\$448.00	22.421.0020 SNEER LOT
E 205-46500-354	Real Estate Taxes	\$380.00	22.421.0030 RADTKE LOT
E 205-46500-354	Real Estate Taxes	\$32.00	22.520.0310 BONNIES CAFÉ LOT
G 240-15501	Prepaid RE Tax-ML FITNESS	\$640.00	22.520.0360 ML FITNESS
G 240-15501	Prepaid RE Tax-ML FITNESS	\$796.00	22.520.0370 ML FITNESS
E 607-46330-354	Real Estate Taxes	\$23.02	22.416.0121 HERITAGE ESTATES
E 608-46330-354	Real Estate Taxes	\$44.70	22.416.0121 HERITAGE ESTATES
E 205-46500-354	Real Estate Taxes	\$48.00	22.520.0300 OLD BAR PROPERTY
E 235-46340-354	Real Estate Taxes	\$3,616.00	22.520.0350 FULDA CREDIT BLDG
E 450-46300-354	Real Estate Taxes	\$90.00	22.520.0990 FORMER ROSS PROP
E 450-46300-354	Real Estate Taxes	\$72.00	22.520.1000 FORMER DODGE PROP
E 450-46300-354	Real Estate Taxes	\$56.00	22.520.1010 FORMER HANSON DUPLEX ON 4TH
E 450-46300-354	Real Estate Taxes	\$28.00	22.520.1020 FORMER DICK PROP ON 10TH
<b>Total COTTONWOOD COUNTY AUD/TREAS</b>		<b>\$12,658.58</b>	

Paid Chk# 022354 4/15/2019 COTTONWOOD COUNTY AUD/TREAS

E 485-46300-354	Real Estate Taxes	\$202.00	22.525.0010-COMMERICAL PARK
E 485-46300-354	Real Estate Taxes	\$246.00	22.525.0020-COMMERICAL PARK
E 485-46300-354	Real Estate Taxes	\$410.00	22.525.0030-COMMERICAL PARK
E 485-46300-354	Real Estate Taxes	\$668.00	22.525.0040-COMMERICAL PARK
E 485-46300-354	Real Estate Taxes	\$372.00	22.525.0060-COMMERICAL PARK
E 485-46300-354	Real Estate Taxes	\$520.00	22.525.0070-COMMERICAL PARK
E 485-46300-354	Real Estate Taxes	\$620.00	22.525.0080-COMMERICAL PARK
E 485-46300-354	Real Estate Taxes	\$400.00	22.525.0090-COMMERICAL PARK
<b>Total COTTONWOOD COUNTY AUD/TREAS</b>		<b>\$3,438.00</b>	

Paid Chk# 022355 4/15/2019 DANIEL MELHEIM

E 607-46330-402	Repairs/Maint- Ground	\$240.00	MARCH SNOW REMOVAL
E 608-46330-402	Repairs/Maint- Ground	\$480.00	MARCH SNOW REMOVAL
E 609-46330-402	Repairs/Maint- Ground	\$240.00	MARCH SNOW REMOVAL
<b>Total DANIEL MELHEIM</b>		<b>\$960.00</b>	

Paid Chk# 022356 4/15/2019 HANSON PLUMBING

**\*Check Detail Register©**

April 2019 to May 2019

			Check Amt	Invoice	Comment
E 608-46330-401	Repairs/Maint Buildings		\$1,042.18	5982	REPLACE WATERHEATER IN 1623 5TH AVE
	<b>Total HANSON PLUMBING</b>		<b>\$1,042.18</b>		
Paid Chk# 022357	4/15/2019	HOLT S CLEANING SERVICE INC.			
E 608-46330-401	Repairs/Maint Buildings		\$506.28	3513	CLEANING 1623 5TH AVE FROM WATER HEATER LEAK
	<b>Total HOLT S CLEANING SERVICE INC.</b>		<b>\$506.28</b>		
Paid Chk# 022358	4/15/2019	KDOM RADIO			
E 205-46500-430	Miscellaneous		\$30.09	19030552	RED ROCK BOOSTER AD
	<b>Total KDOM RADIO</b>		<b>\$30.09</b>		
Paid Chk# 022359	4/25/2019	AFLAC			
G 101-21713	AFLAC		\$280.78		
	<b>Total AFLAC</b>		<b>\$280.78</b>		
Paid Chk# 022360	4/25/2019	AFSCME COUNCIL 65			
G 101-21707	Union Dues		\$157.86		
	<b>Total AFSCME COUNCIL 65</b>		<b>\$157.86</b>		
Paid Chk# 022361	4/25/2019	COMMISSIONER OF REVENUE			
G 101-21702	State Withholding		\$845.37		
	<b>Total COMMISSIONER OF REVENUE</b>		<b>\$845.37</b>		
Paid Chk# 022362	4/25/2019	FURTHER/SELECT			
G 101-21714	HSA		\$948.47		
	<b>Total FURTHER/SELECT</b>		<b>\$948.47</b>		
Paid Chk# 022363	4/25/2019	GISLASON & HUNTER			
G 101-21712	Garnishments		\$413.02		
	<b>Total GISLASON &amp; HUNTER</b>		<b>\$413.02</b>		
Paid Chk# 022364	4/25/2019	INTERNAL REVENUE SERVICE			
G 101-21703	FICA Tax Withholding		\$2,482.56		
G 101-21701	Federal Withholding		\$1,559.44		
	<b>Total INTERNAL REVENUE SERVICE</b>		<b>\$4,042.00</b>		
Paid Chk# 022365	4/25/2019	PERA			
G 101-21704	PERA		\$4,754.82		
	<b>Total PERA</b>		<b>\$4,754.82</b>		
Paid Chk# 022366	4/25/2019	SW/WC SERVICE COOPERATIVES			
G 101-21708	Employee Paid Health Insurance		\$2,452.74		
	<b>Total SW/WC SERVICE COOPERATIVES</b>		<b>\$2,452.74</b>		
Paid Chk# 022367	4/25/2019	VALIC			
G 101-21705	VALIC		\$263.00		
	<b>Total VALIC</b>		<b>\$263.00</b>		
Paid Chk# 022368	5/2/2019	ALEX AIR APPARATUS INC.			
E 221-42200-404	Repairs/Maint Machinery/Equip		\$1,615.66	1355	REPAIR TO COMPRESSOR AT FIRE HALL
	<b>Total ALEX AIR APPARATUS INC.</b>		<b>\$1,615.66</b>		
Paid Chk# 022369	5/2/2019	AMAZON			
E 211-45500-590	Capital Outlay Books		\$139.27		LIBRARY BOOKS
E 211-45500-592	A.V. Materials		\$293.00		LIBRARY AV
	<b>Total AMAZON</b>		<b>\$432.27</b>		

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April 2019 to May 2019

			Check Amt	Invoice	Comment
Paid Chk#	022370	5/2/2019	AMBULANCE FUND		
E 231-42154-430	Miscellaneous		\$24.63	4/10/19	FOOD ON AMBULANCE RUN
Total AMBULANCE FUND			\$24.63		
Paid Chk#	022371	5/2/2019	BARCO MUNICIPAL PRODUCTS		
E 101-43100-226	Sign Repair Materials		\$977.18	IN-232585	HANDICAP STENCIL, STOP & YIELD SIGN
Total BARCO MUNICIPAL PRODUCTS			\$977.18		
Paid Chk#	022372	5/2/2019	BORDER STATES ELECTRIC		
E 101-41400-401	Repairs/Maint Buildings		\$62.74	917529715	BATTERY FOR CITY HALL FIRE ALARM PANEL
Total BORDER STATES ELECTRIC			\$62.74		
Paid Chk#	022373	5/2/2019	CHAMBER OF COMMERCE		
E 101-00000-430	Miscellaneous		\$80.00	4100	DOWNTOWN LIGHT POLE BANNER
Total CHAMBER OF COMMERCE			\$80.00		
Paid Chk#	022374	5/2/2019	CHARLES LEHMAN		
E 211-45500-404	Repairs/Maint Machinery/Equip		\$279.59		REPAIR LIBRARY EQUIPMENT
Total CHARLES LEHMAN			\$279.59		
Paid Chk#	022375	5/2/2019	COMPUTER LODGE		
E 101-41110-151	Worker s Comp Ins Prem		\$15.00	MSP-14481	MAYOR-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 205-46500-200	Office Supplies		\$48.75	MSP-14481	EDA-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-42100-200	Office Supplies		\$48.75	MSP-14481	PD-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-00000-430	Miscellaneous		\$78.75	MSP-14481	UT-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-41400-200	Office Supplies		\$48.75	MSP-14481	OFFICE-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
Total COMPUTER LODGE			\$240.00		
Paid Chk#	022376	5/2/2019	COMPUTER LODGE		
E 101-41110-151	Worker s Comp Ins Prem		\$36.00	14531	MAYOR-YEARLY ESET ANTI-VIRUS
E 205-46500-200	Office Supplies		\$85.50	14531	EDA-YEARLY ESET ANTI-VIRUS
E 101-42100-200	Office Supplies		\$85.50	14531	PD-YEARLY ESET ANTI-VIRUS
E 101-00000-430	Miscellaneous		\$157.50	14531	UT-YEARLY ESET ANTI-VIRUS
E 101-41400-200	Office Supplies		\$85.50	14531	CITY-YEARLY ESET ANTI-VIRUS
Total COMPUTER LODGE			\$450.00		
Paid Chk#	022377	5/2/2019	COTTONWOOD COUNTY AUD/TREAS		
E 101-00000-430	Miscellaneous		\$10.00		11.950.0050-RIIHL PROPERTY
E 101-45186-354	Real Estate Taxes		\$100.00		22.520.0240--COMM CTR
E 101-41400-354	Real Estate Taxes		\$100.00		22.520.0490--CITY HALL
E 101-43100-354	Real Estate Taxes		\$100.00		22.520.0090--STREET SHOP
E 211-45500-354	Real Estate Taxes		\$100.00		22.520.0980--LIBRARY
E 101-00000-430	Miscellaneous		\$40.00		22.520.1432 414 9TH STREET
Total COTTONWOOD COUNTY AUD/TREAS			\$450.00		
Paid Chk#	022378	5/2/2019	DEMCO, INC		
E 211-45500-151	Worker s Comp Ins Prem		\$134.57		LIBRARY OFFICE SUPPLIES
Total DEMCO, INC			\$134.57		
Paid Chk#	022379	5/2/2019	DENNIS HULZEBOS		
E 211-45500-400	Janitor-Repairs/Maint		\$345.00		MAY MAINT AT LIBRARY
Total DENNIS HULZEBOS			\$345.00		

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			Check Amt	Invoice	Comment
Paid Chk#	022380	5/2/2019	FRONTIER		
E 101-41400-321	Telephone		\$147.86		CITY HALL PHONE-427-2999
E 101-42100-321	Telephone		\$194.56		POLICE DEPT PHONE-427-3403
E 101-43100-321	Telephone		\$65.59		STREET DEPT PHONE-427-2997
E 101-45186-321	Telephone		\$63.87		SR CTR PHONE-427-2151
E 205-46500-321	Telephone		\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430	Miscellaneous		\$83.31		UT-PHONE
	<b>Total FRONTIER</b>		<b>\$592.69</b>		
Paid Chk#	022381	5/2/2019	FRONTIER		
E 211-45500-309	Automation/Tech Expense		\$74.67		LIBRARY TELEPHONE-427-2506
	<b>Total FRONTIER</b>		<b>\$74.67</b>		
Paid Chk#	022382	5/2/2019	GREATAMERICA FINANCIAL SVCS		
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
	<b>Total GREATAMERICA FINANCIAL SVCS</b>		<b>\$140.49</b>		
Paid Chk#	022383	5/2/2019	ILLINOIS LIBRARY ASSN		
E 211-45500-434	Project Expense		\$296.46		LIBRARY PROJECT EXPENSE
	<b>Total ILLINOIS LIBRARY ASSN</b>		<b>\$296.46</b>		
Paid Chk#	022384	5/2/2019	INDOFF INCORPORATED		
E 211-45500-200	Office Supplies		\$101.57		LIBRARY OFFICE SUPPLIES
	<b>Total INDOFF INCORPORATED</b>		<b>\$101.57</b>		
Paid Chk#	022385	5/2/2019	INDOFF INCORPORATED		
E 101-41400-200	Office Supplies		\$14.37	3228075	PENS
E 101-41400-200	Office Supplies		(\$5.23)	3230171	RETURN POST IT NOTES
E 101-41400-200	Office Supplies		\$15.25	3230459	PENS
	<b>Total INDOFF INCORPORATED</b>		<b>\$24.39</b>		
Paid Chk#	022386	5/2/2019	INGRAM		
E 211-45500-590	Capital Outlay Books		\$561.93		LIBRARY BOOKS
	<b>Total INGRAM</b>		<b>\$561.93</b>		
Paid Chk#	022387	5/2/2019	LEAGUE OF MN CITIES-FINANCE		
E 101-41400-308	Training & Instruction		\$150.00	293385	2019 ANNUAL CONFERENCE FOR MICHAEL
	<b>Total LEAGUE OF MN CITIES-FINANCE</b>		<b>\$150.00</b>		
Paid Chk#	022388	5/2/2019	LEAGUE--WC/INS		
E 101-41110-151	Worker s Comp Ins Prem		\$49.92		WORK COMP INS 4/1/19- 4/1/20
E 101-41400-151	Worker s Comp Ins Prem		\$597.37		WORK COMP INS 4/1/19- 4/1/20
E 101-45200-151	Worker s Comp Ins Prem		\$2,236.72		WORK COMP INS 4/1/19- 4/1/20
E 101-42100-151	Worker s Comp Ins Prem		\$7,935.02		WORK COMP INS 4/1/19- 4/1/20
E 205-46500-151	Worker s Comp Ins Prem		\$398.25		WORK COMP INS 4/1/19- 4/1/20
E 231-42154-151	Worker s Comp Ins Prem		\$6,277.00		WORK COMP INS 4/1/19- 4/1/20
E 221-42200-151	Worker s Comp Ins Prem		\$4,877.12		WORK COMP INS 4/1/19- 4/1/20
E 211-45500-151	Worker s Comp Ins Prem		\$420.92		WORK COMP INS 4/1/19- 4/1/20
E 101-43100-151	Worker s Comp Ins Prem		\$5,498.80		WATER-WORKWORK COMP INS 4/1/19- 4/1/20
E 101-00000-361	General Liability Ins		\$1,186.72		WATER-WORK COMP INS 4/1/19- 4/1/20
E 101-00000-361	General Liability Ins		\$3,956.62		ELEC-WORK COMP INS 4/1/19- 4/1/20
E 101-00000-361	General Liability Ins		\$1,423.32		SEWER-WORK COMP INS 4/1/19- 4/1/20

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April 2019 to May 2019

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E 101-00000-361	General Liability Ins		\$189.22		UT-OFFICE WORK COMP INS 4/1/19- 4/1/20
	<b>Total LEAGUE--WC/INS</b>		<b>\$35,047.00</b>		
Paid Chk# 022389	5/2/2019	MAYNARDS FOOD CENTER			
E 101-41400-200	Office Supplies		\$19.23	4/16/19	TP FOR CITY HALL
	<b>Total MAYNARDS FOOD CENTER</b>		<b>\$19.23</b>		
Paid Chk# 022390	5/2/2019	MINNESOTA ENERGY RESOURCE CORP			
E 101-41400-383	Gas Utilities		\$197.08		CITY HALL GAS-ACCT#0505387558
E 221-42200-383	Gas Utilities		\$143.86		FIRE DEPT PORTION OF FIREHALL GAS-ACCT#0507634940
E 231-42154-383	Gas Utilities		\$70.86		AMB PORTION OF FIREHALL GAS-ACCT#0507634940
E 101-43100-383	Gas Utilities		\$287.10		STREET GARAGE GAS-ACCT#0503270939
E 211-45500-383	Gas Utilities		\$126.35		LIBRARY GAS-ACCT#0502593301
E 101-45186-383	Gas Utilities		\$75.51		COMM CTR GAS-ACCT#0504742031
	<b>al MINNESOTA ENERGY RESOURCE CORP</b>		<b>\$900.76</b>		
Paid Chk# 022391	5/2/2019	MINNESOTA MUTUAL LIFE			
E 101-42100-135	Employer Paid Other		\$1.70		MAY BRIAN LUNZ LIFE INSURANCE
E 101-42100-134	Employer Paid Life		\$6.80		MAY LIFE INS-POLICE DEPT
E 211-45500-134	Employer Paid Life		\$1.70		MAY LIFE INS-LIBRARY
E 101-43100-134	Employer Paid Life		\$3.06		MAY LIFE INS-ST DEPT
E 101-41400-134	Employer Paid Life		\$3.40		MAY LIFE INS-OFFICE
E 101-45200-134	Employer Paid Life		\$1.02		MAY LIFE INS-PARKS DEPT
E 101-46200-134	Employer Paid Life		\$1.02		MAY LIFE INS-CEMETERY
E 205-46500-134	Employer Paid Life		\$1.70		MAY LIFE INS-EDA ROB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$25.30		MAY LIFE INS-ROBB ANDERSON
G 101-21706	Hospitalization/Medical Ins		\$10.90		MAY LIFE INS-DARON FRIESEN
G 101-21706	Hospitalization/Medical Ins		\$12.00		MAY LIFE INS-STEVE PETERS
	<b>Total MINNESOTA MUTUAL LIFE</b>		<b>\$68.60</b>		
Paid Chk# 022392	5/2/2019	MUNICIPAL UTILITIES			
E 101-45200-380	Elec,Water,Sewer		\$24.80		LAWCON PARK
E 101-41400-380	Elec,Water,Sewer		\$312.99		CITY HALL UT
E 101-45200-380	Elec,Water,Sewer		\$147.01		CITY PARK RESTROOMS UT
E 101-45186-380	Elec,Water,Sewer		\$418.05		SR CTR UT
E 101-43100-380	Elec,Water,Sewer		\$264.24		ST DEPT UT
E 221-42200-380	Elec,Water,Sewer		\$139.57		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380	Elec,Water,Sewer		\$68.74		AMB PORTION OF FIREHALL UT
E 211-45500-380	Elec,Water,Sewer		\$480.95		LIBRARY UT
E 608-46330-380	Elec,Water,Sewer		\$18.68		8-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E 607-46330-380	Elec,Water,Sewer		\$9.62		4-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E 101-45183-380	Elec,Water,Sewer		\$5.49		UT AT CAMPGROUND
E 101-45200-380	Elec,Water,Sewer		\$24.80		UT AT CITY PARK SHELTERHOUSE
E 101-45171-380	Elec,Water,Sewer		\$102.34		UT AT SKATING RINK
	<b>Total MUNICIPAL UTILITIES</b>		<b>\$2,017.28</b>		
Paid Chk# 022393	5/2/2019	MUNICIPAL UTILITIES			
E 101-43160-381	Electric Utilities		\$3,512.76		MARCH STREET LIGHTING
	<b>Total MUNICIPAL UTILITIES</b>		<b>\$3,512.76</b>		
Paid Chk# 022394	5/2/2019	MUNICIPAL UTILITIES			
E 101-43100-308	Training & Instruction		\$760.00		2ND QTR 2019 SAFETY TRAINING
E 101-45200-308	Training & Instruction		\$253.34		2ND QTR 2019 SAFETY TRAINING
E 101-46200-308	Training & Instruction		\$253.33		2ND QTR 2019 SAFETY TRAINING
E 101-00000-430	Miscellaneous		\$1,266.67		2ND QTR 2019 SAFETY TRAINING

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			Check Amt	Invoice	Comment
<b>Total MUNICIPAL UTILITIES</b>			<b>\$2,533.34</b>		
Paid Chk#	022395	5/2/2019	<b>MUSKE, MUSKE, SURHOFF</b>		
	G 101-15506	PREPAID-LEGAL FEES	\$1,400.00		MAY LEGAL RETAINER
	G 101-15506	PREPAID-LEGAL FEES	\$1,400.00		APRIL LEGAL RETAINER
<b>Total MUSKE, MUSKE, SURHOFF</b>			<b>\$2,800.00</b>		
Paid Chk#	022396	5/2/2019	<b>NORTH STAR FLAGS</b>		
	E 101-00000-430	Miscellaneous	\$127.00	509686	FLAGS
<b>Total NORTH STAR FLAGS</b>			<b>\$127.00</b>		
Paid Chk#	022397	5/2/2019	<b>PLUM CREEK LIBRARY SYSTEM</b>		
	E 211-45500-309	Automation/Tech Expense	\$175.00		LIBRARY IT FEE
<b>Total PLUM CREEK LIBRARY SYSTEM</b>			<b>\$175.00</b>		
Paid Chk#	022398	5/2/2019	<b>PRAXAIR</b>		
	E 231-42154-210	Operating Supplies	\$308.24	88834018	OXYGEN FOR AMB
	E 231-42154-210	Operating Supplies	\$131.77	88909115	OXYGEN FOR AMB
<b>Total PRAXAIR</b>			<b>\$440.01</b>		
Paid Chk#	022399	5/2/2019	<b>SANFORD HEALTH</b>		
	E 221-42200-430	Miscellaneous	\$48.00	3/27/19	FIREMAN-T.HOPWOOD
	E 221-42200-430	Miscellaneous	\$236.00	3/27/19	FIREMAN-A.KLASSEN HEPATITUS B
<b>Total SANFORD HEALTH</b>			<b>\$284.00</b>		
Paid Chk#	022400	5/2/2019	<b>THIRD AVENUE AUTO PARTS</b>		
	E 101-45200-404	Repairs/Maint Machinery/Equip	(\$5.42)		CREDIT ON ACCOUNT
	E 101-45200-404	Repairs/Maint Machinery/Equip	\$8.20	S173543	OIL FILTER FOR #4
	E 101-45200-404	Repairs/Maint Machinery/Equip	\$31.56	S173607	OIL FOR #4
	E 101-45200-404	Repairs/Maint Machinery/Equip	\$15.79	S173708	CHAIN LUBE
<b>Total THIRD AVENUE AUTO PARTS</b>			<b>\$50.13</b>		
Paid Chk#	022401	5/2/2019	<b>TITAN MACHINERY</b>		
	E 101-43100-404	Repairs/Maint Machinery/Equip	\$587.12	12111632GP	CURVED DUAL CARBIDE-ST DEPT
	E 101-43100-404	Repairs/Maint Machinery/Equip	\$433.66	12201815GP	CURVED DUAL CARBIDE-ST DEPT
<b>Total TITAN MACHINERY</b>			<b>\$1,020.78</b>		
Paid Chk#	022402	5/2/2019	<b>VERIZON</b>		
	E 101-42100-321	Telephone	\$9.06		POLICE CELL PHONE
	E 231-42154-321	Telephone	\$9.06		AMB CELL PHONE
	E 101-42100-321	Telephone	\$35.01		PD TABLET #1
	E 101-42100-321	Telephone	\$35.01		PD TABLET #2
	E 231-42154-321	Telephone	\$35.01		AMB JET PACK
<b>Total VERIZON</b>			<b>\$123.15</b>		
Paid Chk#	022403	5/2/2019	<b>WILLIAM POHLMAN</b>		
	E 101-42100-205	Uniforms	\$259.94		UNIFORM ALLOWANCE
	E 101-42100-308	Training & Instruction	\$195.00		EMR RECERT TRAINING
<b>Total WILLIAM POHLMAN</b>			<b>\$454.94</b>		
Paid Chk#	022404	5/2/2019	<b>RADTKE WELDING</b>		
	E 101-43100-404	Repairs/Maint Machinery/Equip	\$55.00	9383	ST DEPT-LABOR ON SKIDS
	E 101-46200-220	Repair/Maint Supply	\$247.50	9426	MATERIAL & LABOR GRAVE WARMER
	E 101-43100-404	Repairs/Maint Machinery/Equip	\$54.00	9426	WELD HOOKS ON LOADER BUCKET
	E 101-43150-220	Repair/Maint Supply	\$130.00	9438	MANHOLE COVER TOOL
	E 101-46200-220	Repair/Maint Supply	\$28.00	9438	TORCH HEAD FOR GRAVE WARMER
	E 101-43100-404	Repairs/Maint Machinery/Equip	\$90.00	9447	MOWER HITCH MATERIALS & LABOR

**\*Check Detail Register©**

April 2019 to May 2019

			Check Amt	Invoice	Comment
<b>Total RADTKE WELDING</b>			<b>\$604.50</b>		
Paid Chk#	022405	5/2/2019	<b>PETERSON DRUG &amp; GIFTS</b>		
E 231-42154-210	Operating Supplies		\$698.19	3/21/19	AMBULANCE SUPPLIES
E 231-42154-210	Operating Supplies		\$187.69	3/21/19	AMBULANCE SUPPLIES
<b>Total PETERSON DRUG &amp; GIFTS</b>			<b>\$885.88</b>		
Paid Chk#	022406	5/2/2019	<b>CITIZEN PUBLISHING</b>		
E 507-45150-430	Miscellaneous		\$38.85	4/24/19	WEED HARVESTOR HELP WANTED AD
E 101-41400-351	Legal Notices Publishing		\$81.00	4/24/19	ABATEMENT HEARING
E 101-41400-351	Legal Notices Publishing		\$12.00	4/29/19	DIGITAL AD UPGRADE
<b>Total CITIZEN PUBLISHING</b>			<b>\$131.85</b>		
Paid Chk#	022407	5/2/2019	<b>COMPUTER LODGE</b>		
E 101-41110-151	Worker s Comp Ins Prem		\$15.00	MSP-14726	MAYOR-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 205-46500-200	Office Supplies		\$48.75	MSP-14726	EDA-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-42100-200	Office Supplies		\$48.75	MSP-14726	PD-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-00000-430	Miscellaneous		\$78.75	MSP-14726	UT-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
E 101-41400-200	Office Supplies		\$48.75	MSP-14726	OFFICE-WEEKLY WORKSTATION UPDATES AND MONTHLY SERVER UPDATES
<b>Total COMPUTER LODGE</b>			<b>\$240.00</b>		
Paid Chk#	022408	5/2/2019	<b>LOHRENZ EXCAVATING INC.</b>		
E 101-43100-410	Rentals/Lease		\$442.50	7354	HAUL SNOW
<b>Total LOHRENZ EXCAVATING INC.</b>			<b>\$442.50</b>		
Paid Chk#	022409	5/2/2019	<b>MILLER SELLNER EQUIPMENT</b>		
E 101-43100-404	Repairs/Maint Machinery/Equip		\$522.31	20722B	#15 REPAIR
E 101-43100-404	Repairs/Maint Machinery/Equip		\$287.16	20725B	#9 REPAIR
<b>Total MILLER SELLNER EQUIPMENT</b>			<b>\$809.47</b>		
Paid Chk#	022410	5/2/2019	<b>NICKEL CONSTRUCTION</b>		
E 101-43150-220	Repair/Maint Supply		\$59.25	20232	HICKENBOTTOM & 12" TILE
<b>Total NICKEL CONSTRUCTION</b>			<b>\$59.25</b>		
<b>10100 United Prairie</b>			<b>\$93,930.74</b>		



**\*Check Detail Register©**

April 2019 to May 2019

Check Amt Invoice Comment

**Fund Summary**

<b>10100 United Prairie</b>	
101 GENERAL FUND	\$55,812.67
205 ECONOMIC DEVELOPMENT AUTHORITY	\$1,564.16
211 LIBRARY FUND	\$3,530.98
221 FIRE DEPT FUND	\$7,060.21
230 REVOLVING LOAN FUND	\$2,792.00
231 AMBULANCE FUND	\$8,198.53
235 SW HOUSING GRANT	\$3,616.00
240 PROTIENT--DTED LOAN	\$1,436.00
307 LAKEVIEW ESTATES-2007-2015A	\$1,922.00
450 DOWNTOWN-PROJECT TIF #1-8	\$246.00
485 ML COMM PARK-INFRASTRUCTURE	\$3,438.00
507 LAKE COMMISSION FUND	\$38.85
607 EDA---4 PLEX FUND	\$806.73
608 EDA---8 PLEX FUND	\$3,128.61
609 EDA-- MASON MANOR	\$340.00
	<u>\$93,930.74</u>

Paid Chk# 000602E 5/2/2019 DEPARTMENT OF EMPLOYMENT

E 101-45183-430	Miscellaneous	\$282.75	GEORGE GOHR UNEMPLOYMENT SKATING RINK
E 101-00000-430	Miscellaneous	\$3,401.50	TRISTAN VARPNESS UNEMPLOYMENT
E 205-46500-430	Miscellaneous	\$699.58	TABITHA GARLOFF UNEMPLOYMENT
<b>Total</b>	<b>DEPARTMENT OF EMPLOYMENT</b>	<u>\$4,383.83</u>	

Paid Chk# 000603E 4/30/2019 UNITED PRAIRIE BANK

E 101-41400-301	Auditing and Acct g Services	\$35.00	APRIL ACH FEE
<b>Total</b>	<b>UNITED PRAIRIE BANK</b>	<u>\$35.00</u>	

# Mountain Lake Public Library Board Minutes

March 20, 2019

**Members Present:** Dennis Cords, Diane Englin, Vickie Krueger, Carol Lehman, director

**Members Absent:** Marci Balderas, Rick Herrig

**Others Present:** none

The meeting was called to order at 4:15 p.m. by chairman, Diane Englin.

M/S Balderas/Krueger to approve the minutes of the February 13, 2019 meeting. Motion carried.

Carol presented the February monthly report indicating 2,360 total circulation and expenditures in the amount of \$2,131.42. M/S Cords/Krueger to accept the February report as given and to approve the February expenditures. Motion carried.

Carol reminded the board of an upcoming library program on Wednesday, April 10, 2019 at 6:30 p.m. featuring Minnesota photographer, Doug Ohman. The program is funded with money from the Minnesota Arts and Cultural Heritage Fund.

The board will continue policy reviews at the next meeting.

The meeting adjourned at 5:15 p.m.

NEXT MEETING: Wednesday, April 17, 2019 at 4:00 p.m.

Respectfully submitted,



Dennis Cords, secretary

## CITY OF MOUNTAIN LAKE

## PUBLIC LIBRARY REPORT

MONTH OF March, 2019

## CIRCULATION AND USE

Adult / YA  
 Children's  
 Other Physical Media  
 eBooks  
 Downloadable Audio

1,333  
1,277 } 2,650  
40  
56 } 121  
65

TOTAL CIRCULATION 2,771

Interlibrary loan sent  
 Interlibrary loan received

295  
388 } 683

TOTAL ILL

ILL NON SYSTEM 55

## RECEIPTS

Cash income  
 Donations (monetary)  
 County Revenue  
 Misc. Revenue  
 Fines  
 Meeting room rental  
 Sale of supplies

213.72  
 \_\_\_\_\_  
 \_\_\_\_\_  
24.00  
 \_\_\_\_\_  
 \_\_\_\_\_

TOTAL RECEIPTS

#237.72

## EXPENDITURES

Books  
 Periodicals  
 Audio-visual  
 2,97 Supplies  
 210.75 Postage  
 Miscellaneous  
 Telephone  
 Repairs & maintenance-Tantor  
 Repairs & maint. of equipment  
 Project expense  
 Capital outlay  
 Automation  
 Gas Utilities  
 TOTAL EXPENDITURES

602.90  
 \_\_\_\_\_  
89.86  
104.54  
210.75  
 \_\_\_\_\_  
68.84  
345.00  
279.59  
 \_\_\_\_\_  
175.00  
229.87 #2,106.35

LIBRARY DIRECTOR

Carol Lehman

## LIBRARY EXPENDITURES - MARCH 2019

Frontier	Telephone Expense	\$68.84
Dennis Hulzebos	Repairs & Maint.-Janitorial	\$345.00
Indoff	Office Supplies	\$101.57
Ingram	Books	\$561.93
Charles Lehman	Repairs & Maint. - Equipment	\$279.59
MN Energy Resources	Gas Utilities	\$229.87
PCLS	Automation/Tech Expense - IT fee	\$175.00
Synchrony Bank/Amazon	Books - 40.97 / AV 89.86	<u>\$130.83</u>
	Subtotal	\$1,892.63
	Cash Expenditures	<u>\$213.72</u>
	TOTAL	\$2,106.35

REGULAR MEETING  
ECONOMIC DEVELOPMENT AUTHORITY  
March 18, 2019  
12:00 NOON

PRESENT: Mark Hanson, Vern Peterson, Jason Flanagan, Darla Kruser, Jerry Haberman and Steve Syverson. Dean Janzen, Advisor.

ABSENT: Mike Nelson, Brad Hanson and Clara Johnson and Brian Harder, Advisors.

STAFF PRESENT: Rob Anderson and Tabitha Garloff

CITY ADMINISTRATOR: Michael Schulte

GUEST: Chuck Stevensen, United Prairie Bank, Rahn Larson, Citizen Publishing and Deanna Anderson, Observer Advocate.

1. Call to Order: Mark called the meeting to order at 12:04 p.m.
2. Motion to Approve Consent Agenda  
Consent Agenda:
  - a. Approval of February 15, 2019 Regular EDA Meeting Minutes. (No Quorum Present), and February 25, 2019 Special EDA Meeting Minutes.
  - b. Approval of Financial Reports and Bills. Update on Our Hometown Cafe Contract for Deed Cancellation/Loan Foreclosure. Motion made and seconded by Darla and Jason to approve the consent agenda. Carried. Rob gave an update on Our Hometown Café. Rob stated he has not been able to contact Lori and that he has heard that she stated the café is closing. Utility payments are behind, and the EDA would be responsible for the delinquent utility bill if not paid. Vern stated he has had a conversation with Lori, and she stated she would like Kim Jackson and Gretchen Harder take over the business. Rob stated Gretchen Harder has contacted him and expressed interest in the café. Rob stated he has received other interest in the property. Rob recommends the EDA receive proposals from interested parties. Darla suggested contacting parties interested in the building so they can have their proposals ready for review at the April EDA board meeting. April 14<sup>th</sup> is the 60-day deadline for Lori to bring payments current. Rob will contact interested parties.
3. Mt. Lake Commercial Park:
  - a. Casey's Construction Update. Casey's tentative start date is the end of April or early May but for sure by the June 19<sup>th</sup> deadline. Rob stated they are aware of the deadline of June 19<sup>th</sup> to start construction and the preconstruction meeting requested by Steve Carson.
  - b. Strategic Planning. Rob stated he had a meeting with the consultant from Minnesota Extension, and he is working on putting together a pre strategic planning survey, each EDA, Chamber and City Council board member will receive the survey. Rob asked that everyone fill out the survey and return it.
  - c. Other. Mark asked if there was any interest in any other lots in the commercial park. Rob stated not at this time.
4. TIF District 1-8, Economic Development District No. 2 (Downtown Redevelopment Project). Report from March 14 EDA Construction Committee Meeting. Rob stated the EDA construction committee met with Bill Freitag and Todd Tetzloff from Wilcon Construction regarding the construction of 4 twin homes. The units are 2-bedroom, 1 bath, 1 car garage etc., units will be 768 square feet. The building will be built on footings with mid-grade finishing's, stainless

appliances, stackable washer/dryer, plank laminate flooring with carpet in living room and bedrooms. They are stand alone buildings and the south unit would be connected to the Hanson's building. Homes would be constructed in a manufacturing facility in separate sections and assembled onsite. Rob stated these are the best prices for construction we have seen for the cost of construction. \$1,141,014 is the estimated cost of construction with Wilcon being the construction manager taking care of all bidding, lining up contractors and sub-contractors with a fee of \$114,102. There is a \$30,000 construction contingency figured into the proposal. Northland Securities provided financing sources and uses showing how the project would be financed by doing a taxable general obligation tax increment bond to finance the project of \$1,305,000 and a contribution from the EDA of \$175,000 showing being paid back year 5. The plan would be to pay back the initial investment starting in year 10. If approved and the EDA wants to move forward the city council would have to approve the issuance of bonds. Rental income would be \$1,000 per month per unit with a 3% increase per year. The 3% increase is a suggested increase and can be adjusted. Rob stated the figures are very conservative. Tax value of each unit would be \$100,000 per unit. Rob stated he has been contacted by Nick Rohmsdahl from Rohmsdahl Construction in St. James, Nick has expressed interest in purchasing Mason Manor and constructing another 4 plex. Nick stated he would need 8 units to make it cash flow. Rob stated taking the equity from the sale and put into the downtown project. The cost to build Mason Manor was \$296,700 in 2008. Current amount owed is \$219,332. To build Mason Manor today based on 2010 bids with a 5% increase per year it would cost \$691,650. Rob stated if we move forward with the sale an appraisal would be needed. Rob stated if the board decides to sell it would eliminate the need for the interfund loan of \$175,000 and would free up the funds for other economic development projects and businesses. Rob stated that Nick is interested in tax incentives and asked would consider giving him a tax abatement on the new project. Rob stated now is a good time to bid and Bill feels strong about the numbers he has provided. If all agree and council agrees construction could begin as early as June. Rob stated Fulda Area Credit Union isn't ready to build yet. Mark is not in favor and Brad has stated concerns to Rob that the lot should stay commercial. Rob stated that there is no business that would be able to pay the amount of rent that would be charged to build a commercial building. Mark suggested selling the lot to Fulda Area Credit Union and then they could build when they are ready in 2-3 years. Rob stated there is the 26-year TIF with a deadline of April 2021 to build or have construction started. Rob stated that the construction of 12 units (the downtown project and Rohmsdahl's at Mason Manor) would help with the housing demands shown in the housing study. Motion made and seconded by Jerry and Jason to move forward with the downtown housing project. Carried. Mark opposed. Rob will contact Northland Securities and Wilcon Construction. Rob reviewed the downtown housing project schedule. Rob stated he has received information that Dollar General has a purchase contract with a private party to build a store on the southside of 3<sup>rd</sup> avenue next Mountain Lake Automotive's lot.

5. Country Pride Co-op Community Meeting held March 6<sup>th</sup>. Rob stated that Kevin Jackson opened the meeting by stating the Cenex board has decide to close the Cenex C-Store. The public meeting was held to inform the community and provide financials showing profits and losses. Cenex is willing to lease or sell the building, however; the pump controls are located in the building. The lumber yard and shop will remain open at this time. Vern stated that Cenex is holding another meeting today and Mountain Lake residents are invited to attend.

#### 6. GENERAL DISCUSSION:

- a. Daycare Building Project. Rob stated American Waterworks and Hanson Plumbing has completed the work at the daycare building. Tile needs to be replaced around the perimeter of building. Tim Brunner will quote the job. Tim will also bid both painting and siding the building.
  - b. Next Regular Board Meeting is April 15, 2019.
  - c. Other Business. Jerry expressed interest in the Puente lot at Lakeview Estates and is inquiring on the purchase price. Purchase price would be \$14,875. Lot assessments are \$24,757. Vern stated the Mountain Lake Foundation is having a fundraiser dinner on April 6<sup>th</sup> and the presenters will be Dr. Wiens 2 sons. One works on the Mars Rover project and the other is studying the melting of the polar ice caps.
7. ADJOURN. Mark adjourned the meeting at 1:08 p.m.

**Mountain Lake Municipal Utilities Commission Meeting**  
**Mountain Lake City Hall**  
**Monday, April 15, 2019**  
**7 AM**

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

Members Absent: None

Staff Present: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office  
Manager, Ron Melson, Electric Superintendent; Dave Watkins, Electric  
Lineman; Lane Anderson, Electric Lineman

Others Present: None

**Call to Order**

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

**Approval of Minutes and Bills**

Motion by Janzen, seconded by Johnson, to approve the March 14 Minutes and Bills #018812 – 018846 as presented. Motion carried.

**Electric Department**

Electric Superintendent Ron Melson contacted Conductor Power and they stated that they are close to finalizing outstanding bills to be sent to MLMU. Melson is still gathering prices for new street lights and wires on downtown 10<sup>th</sup> Street. Since businesses have awnings, decorative lights would be not be ideal for this street. Christmas lights that go over the street were discussed. Rob Anderson, EDA Director, is looking at poles and prices that can hold the Christmas lights and possible other banners throughout the year. The poles would need to be permanently installed. Melson provided details of the recent ice storm. The 69kV line was down twice in which local generation was needed to power the town. Local generation ran from about 4:30 a.m. to 11a.m. and 6:00 p.m. to Friday afternoon. The windmill can not run when generating and cannot run without power since the wind tower needs electricity to operate.

**Water/Wastewater Department**

The well main was fixed near the water tower. The SCADA system was affected by the power outages for the wells during last week's storm and is being reviewed.



### **Cogeneration and Small Power Production Tariff Report**

The Cogeneration and Small Power Production Tariff Report was presented. Since MLMU is under 500,000 kilowatt-hour sales in a calendar year, MLMU can substitute their retail rate schedules for Schedules A & B. The report will be approved annually. Motion by Garloff, seconded by Janzen, to approve the report. Motion carried.

### **Small Cell Aesthetics**

FCC and state regulations regarding small cells were discussed. Aesthetic standards for small cells need to be approved by April 15 according to a recent FCC ruling. The standards give the city jurisdiction on the design, color, and various components of the small cell. Motion by Garloff, seconded by Janzen, to approve the small cell aesthetic standards. Motion carried.

### **Appraiser Search**

John Foster, who originally planned to conduct the appraisal for the Riuhl property, informed the administrator that the appraisal would not be able to be completed until June. The city administrator contacted Kelly Lindstrum, who reviewed Foster's appraisals in 2017, and stated that she could do the appraisal for \$2,000. Direction was given to seek more quotes from other appraisers.

### **Q1 Revenues and Expenses**

Revenue and expenses were reviewed.

### **Adjourn**

The meeting was adjourned at 7:47 a.m.

### **Approved April 25, 2019**

ATTEST:

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Michael Schulte, Administrator/Clerk

**DRAFT**  
**Regular Council Meeting**  
**Mountain Lake City Hall**  
**Monday, April 15, 2019**  
**6:30 p.m.**

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

Members Absent: None

City Staff Present: Michael Schulte, City Administrator/Clerk; Will Pohlmann, Police Officer; Doug Bristol, Police Chief; Maryellen Suhrhoff, City Attorney (over conference call during land negotiation portion); Rob Anderson, EDA Director

Others Present: Emily Bentson, Taylor Hudson, Krissy Hudson, Gloria McKissick, Doug Regehr, Rachel Yoder, Stan Friesen, Gladys Friesen

**Call to Order**

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

**Approval of Agenda and Consent Agenda**

Motion by Kass, seconded by Kruser, to add EDA Lawn Mowing to the agenda. Motion carried.

Motion by Savage, seconded by Ysker, to approve the agenda and consent agenda as amended.

Motion carried.

Bills: Checks #022316 – 022349, 598E – 601E

Payroll: Checks #64526 – 64561

Approval of January 14 Lake Commission Minutes

Approval of January 14 Tree Commission Minutes

Approval of February Library Expenditures, Minutes, and Report

Approval of March 14 Utilities Commission Minutes

Approval of April 1 City Council Minutes

Adopt Resolution #7-19 Classifying Commercial Park Lots as Tax Exempt

Adopt Resolution #9-19 Pow Wow Raffle

Adopt Resolution #11-19 Declaring Friday, May 3 as Arbor Day in Mountain Lake

**Public**

Rachel Yoder stated concerns about the pergola project, the golf course trail discussion, and the wastewater pond project.

### **EDA Downtown Project**

Resolution #10-19 Calling for a Public Hearing on Proposed Tax Abatements for the Downtown Housing Project was presented. The resolution calls for a public hearing at a special city council meeting time at 6:30PM on Tuesday, May 14. The EDA Board approved to proceed with the downtown project at their March 18 meeting. Rob Anderson, EDA Director, and Michael Schulte, City Administrator, explained the project, financing, and the housing units. Questions were asked about the rent amount, housing needs, financing, square footage, and the current waiting list for the other EDA apartments. Since the lot is zoned as commercial downtown, a conditional use permit will need to be submitted by the EDA and presented to the Planning and Zoning Committee for their review and recommendation to the Council. Various members of the public stated their concerns about the project. Mayor Nelson and Councilmember Savage provided their perspectives on the project. Councilmember Kruser and Councilmember Kass stated their concerns about the rent amount and financing of the project. Discussion ensued about potential interested renters. Motion by Savage, seconded by Ysker, to approve Resolution #10-19 and for the EDA Department to call the current waiting list to create a new waiting list that would be interested in renting the new units. Voting aye: Nelson, Savage, Kruser, and Ysker. Voting nay: Kass. A public hearing will be held on May 14<sup>th</sup> to discuss the project before any more action is taken. The council meeting scheduled for May 20 will be moved to Tuesday, May 21 to accommodate the financial scheduling if the project continues to progress from the May 14 meeting.

### **Community Center Renovation**

The community flooring installation was completed at the beginning of April. Bills of the materials and the installation costs were presented. Material costs came in a little higher than the original quote. Due to a change in placing epoxy flooring in the food shelf hallway instead of the flooring, there is extra flooring for the bathrooms. The flooring installers gave bids for the labor to redo the kitchen floor and a bid to install flooring in the bathrooms if desired by the community. An updated list of funds will be presented in the future when funds from the Mountain Lake Area Foundation dinner are tabulated.

### **Lake Commission & EDA**

Discussion ensued about the Lake Commission trail maintenance position and weed harvester position. The Lake Commission voted to recommend to hire Jay Schied for the trail maintenance position at their April 9 meeting. Direction was given to the city administrator to contact Schied about the position and wage of the \$15/hour and to advertise for the weed harvester position to hire no more than 3 harvesters. EDA mowing was then discussed. A directive was given from the council to have the street department continue to mow the boulevards of the EDA properties.

### **Tree Commission**

Three bids were submitted to remove the trees on the removal list the tree commission put together. Zinniel Tree Service submitted the lowest bid of \$9,200 and performed the work last year. Motion by Ysker, seconded by Savage, to award Zinniel Tree Service the tree removal project. Motion carried.

#### **City Attorney**

City Attorney Suhrhoff was not able to attend the meeting.

#### **Small Cell Aesthetics**

FCC and state regulations regarding small cells were discussed. Aesthetic standards for small cells need to be approved by April 15 according to a recent FCC ruling. The standards give the city jurisdiction on the design, color, and various components of the small cell. Motion by Savage, seconded by Kruser, to approve the small cell aesthetic standards. Motion carried.

#### **City Bike Program**

Currently the city spends near \$1,000 to fix broken bikes to place them at city park, the Heritage Village, and the campground for anyone to use. The bike program has been abused in recent years with bikes being left in parks, the lake, private properties, or being taken completely out of sight. Direction was given to cease the current program and to have the bikes in storage placed near the street for the city-wide pickup on May 4.

#### **Land Negotiations**

Motion by Kass, seconded by Ysker, to close the public meeting and open a closed meeting at 8:01 p.m. as allowed in MN Statutes 13D.05 Subd. 3. Motion carried. Motion by Kruser, seconded by Kass, to close the closed meeting and open the public meeting at 8:27 p.m. Motion by Kass, seconded by Ysker, to approve the option-to-buy agreements with amendments. Motion carried.

#### **Adjourn**

The meeting was adjourned at 8:28 p.m.

ATTEST:

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Michael Schulte, Administrator/Clerk

**CITY OF MOUNTAIN LAKE, MN**

**ORDINANCE #3-19**

**AN ORDINANCE OF THE CITY OF MOUNTAIN LAKE AMENDING CHAPTER 12:  
RIGHT-OF-WAY MANAGEMENT**

The City Council of the City of Mountain Lake ordains that Section 1.04, Section 1.05 Subd. 2, Section 1.05 Subd. 3, Section 1.05 Subd. 4, and Section 1.18 of Chapter 12 of the Mountain Lake City Code include the following additions and amendments as follows:

Added language is *italicized*.

**Sec. 1.04. Permit Applications.**

- v. Indicating comprehensive liability coverage, automobile liability coverage, workers' compensation and umbrella coverage established by the city in amounts sufficient to protect the city and the public and to carry out the purposes and policies of this chapter:

	<i>Public Liability, including premises, products and complete operations</i>
<i>GENERAL LIABILITY</i>	<i>Bodily Injury Liability \$1,000,000 each person, \$2,000,000 each occurrence</i>
	<i>Property Damage Liability \$3,000,000 each occurrence</i>
	<i>In lieu of (1) and (2) Bodily Injury and Property Damage Combined \$2,000,000 single limit</i>
	<i>Automobile Liability Insurance, including owned, non-owned and hired vehicles</i>
<i>COMPREHENSIVE:</i>	<i>Bodily Injury Liability \$1,000,000 each person, \$2,000,000 each occurrence</i>
	<i>Property Damage Liability \$2,000,000 each occurrence</i>
	<i>In lieu of (1) and (2) Bodily Injury and Property Damage Combined \$2,000,000 single limit</i>

**Sec. 1.05. Issuance of Permit; Conditions.**

**Subd. 2. Permit Conditions Generally.** The city may impose reasonable conditions upon the issuance of the permit and the performance of the applicant thereunder to protect the health, safety, and welfare or when necessary to protect the right of way and its current use. In addition, a permittee shall comply with all requirements of local, state, and federal laws, including but not limited to Minnesota Statutes Section 216D.01 - .09 (Gopher One Call Excavation Notice System) and Minnesota Rules, Chapter 7560. *All permits issued and all registrations made under this Section shall be subject to the following requirements:*

- A. All permits issued under this Section or a copy of the permit shall be conspicuously displayed*

or otherwise available at all times at the indicated project work site and shall be available for inspection immediately upon request by the city administrator or his/her designee.

B. If the obstruction or excavation of the public right-of-way begins later or ends sooner than the dates specified in the permit, the permittee shall promptly notify the city administrator.

C. Installation, placement, location, and relocation of equipment and facilities shall comply with all federal, state and local laws.

D. Public right-of-way restoration shall be in accordance with the restoration regulations set forth in this Section.

E. Installation of all underground utilities shall be in accordance with the underground utilities regulations set forth in this Section and all other applicable federal, state and local laws.

F. Precautions shall be taken as are necessary to avoid creating unsafe or unsanitary conditions and a permittee shall not obstruct a public right-of-way, except as expressly authorized by the permit, so as to hinder the natural free and clear passage of water through the gutters or other waterways. Personal vehicles of those doing work in the public right-of-way may not be parked within or next to a permit area, unless parked in conformance with City parking regulations. The loading or unloading of trucks must be done solely within the defined permit area unless specifically authorized by the permit.

G. Project operations and work shall be conducted in a manner so as to insure the least obstruction to and interference with present and continued use of the public right-of-way.

H. Precautions shall be taken to assure the safety of the general public, employees, invitees and those who require access to abutting property, including appropriate signage.

I. The permittee shall notify abutting property owners with a 48-hour written notice prior to commencement of any project work that may disrupt the use of and access to the abutting property.

J. The permittee involved in underground projects shall register with Gopher State One Call and comply with the requirements thereof.

K. The permittee shall comply with the Uniform Traffic Manual for Traffic Control at all times during any project work and shall protect and identify excavations and work operations with barricade flags in the daylight hours and by warning lights at dusk and night.

L. The permittee shall comply with all conditions of the permit.

M. When any trail or drive has been cut, the appropriate signage must be kept in place and maintained until restoration is complete.

N. The permittee shall provide proper trench protection as required by O.S.H.A. to prevent any cave-in; injury to property or persons; or enlargement of the excavation.

O. Excavations, trenches and jacking pits off the roadway surface area or adjacent to the roadway or curbing shall be sheathed and braced. When unattended, all excavations, trenches and jacking pits shall be protected to prevent surface drainage.

P. The permittee shall protect the root growth of significant trees and shrubbery located within the public right-of-way and adjacent thereto.

Q. The permittee shall coordinate project work and installation of facilities in co-locations involving other public right-of-way users.

R. The permittee shall maintain access to all properties and cross streets during project work, including emergency vehicle access.

S. The permittee shall physically locate property lines abutting the project work. The permittee shall replace, with the services of a Minnesota-licensed surveyor, any property corners or monuments disturbed as a result of the project.

T. The permittee shall complete restoration of the public right-of-way in conformance with this Section.

U. No permittee, or any agent, subcontractor or employee thereof, shall use lugs (steel tracks) on any roadway surfaces.

V. The permittee shall remove daily all dirt or debris from sidewalks, trails, public and private roadway surfaces and curbs and gutters during project work.

W. The permittee shall obtain all other necessary permits, licenses and approvals, pay all required fees therefore and comply with all requirements of local, state and federal laws.

X. The permittee shall not do any work outside the project area as specified in the permit.

Y. The permittee shall screen all aboveground facilities and make reasonable accommodations for decorative enclosures, support structures or signs, as required by the director of public works, to be aesthetically compatible with existing streetscape and the ornamental design or theme of the immediate area. Screening methods shall include the use of shrubs, trees and/or with landscape rock or installation using stealth or camouflaged forms of the facility. The director may also impose reasonable restocking, replacement, or relocation requirements when a new support structure is placed in a public right-of-way. No equipment or facilities shall visibly or physically block or in any manner interfere with any existing streetscape, ornamental structures or displays, or other amenities located within the city's right of way.

Z. Any facility collocated on a city-owned support structure shall be of a color and design so to match the color, design and pattern of the existing support structure(s) and any replacement structures after the issuance of the permit. Any new support structure, and any facility located thereon, erected within a city-owned right of way shall be of a color and design so to match the color, design and pattern of existing structures (e.g. light/lampposts) and any replacement structures after the issuance of the permit.

AA. Small wireless facilities shall be subject to the regulations set forth in Minnesota Statutes, Ch. 237, if not otherwise set forth herein.

BB. The city may impose other reasonable conditions to protect the public health, safety and welfare or, when necessary, to protect the right of way and its current and future use.

**Subd. 3. Additional Small Wireless Facility Conditions.** In addition to subdivision 2, the

erection or installation of a wireless support structure, or the collocation of a small wireless facility, shall be subject to the following conditions:

- (d) Where an applicant proposes to install a new wireless support structure in the right-of-way, the city may impose separation requirements between such support structures and any existing wireless support structure or other facilities in and around the right-of-way. *Notwithstanding, there shall be no less than 600 linear feet between each support structure on which a small wireless facility(s) is located.*
- (h) *No more than three (3) small wireless facilities shall be collocated on a single support structure.*

#### **Subd. 4. Payment of Rent.**

- (a) For collocations of small wireless facilities, the city can, either in its permit or in a standard collocation agreement, require annual rental payments for the small wireless collocations of up to:
  - a. \$150 \$270.00 per year for rent to collocate on the city structure.
  - b. \$25 per year for maintenance associated with the collocation.
  - c. A monthly fee for electrical service as follows:
    - i. \$73 per radio node less than or equal to 100 maximum watts;
    - ii. \$182 per radio node over 100 maximum watts; or
    - iii. The actual cost of electricity if the actual cost exceeds the foregoing
  - d. *The application fee for collocation or new support structures within City property shall be established by City Council ordinance (\$100).*

#### **Sec. 1.18. Abandoned Facilities.**

**~~Removal of Abandoned Facilities.~~** Any person who has abandoned facilities in any right-of-way shall remove them from that right-of-way if required in conjunction with other right-of-way repair, excavation, or construction, unless the city waives this requirement.

- a. *Notification. The permittee shall notify the City when facilities are, abandoned. The permittee shall submit to the city administrator a plan for the removal of the abandoned equipment or facility. The city administrator may require the permittee to post a bond in an amount sufficient to reimburse the City for reasonably anticipated costs to be incurred in removing the equipment and facilities if the permittee user fails to do so.*
- b. *Removal of abandoned facilities. The permittee shall notify the City when facilities are to be abandoned. The permittee that has abandoned facilities in the right-of-way shall remove them from that right-of-way if required in conjunction with other right-of-way repair, excavation or construction, at right-of-way user's expense, unless the City waives this requirement. The permittee that has abandoned facilities in the right-of-way shall continue to comply with and complete a "locate" and map/mark the location of the abandoned facility upon all locate requests/orders as required by Minnesota law. When the permittee fails to complete a locate of an abandoned facility when requested or upon issuance of a locate order and such failure results in a city project to be delayed, the permittee shall pay for the City's costs, claims and damages, including the loss of*



*revenue of its project contractors, for forced delay on project due to failure to locate and map abandoned facilities as required herein.*

Passed by the City Council of Mountain Lake, Minnesota this 20<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
Mike Nelson, Mayor

Attest:

\_\_\_\_\_  
Michael Schulte, City Administrator



## **Agenda Information Support Sheet**

**To: Mayor & Councilmembers**

**Council Meeting: May 6, 2019**

**Agenda Item: 7.C**

**Submitted By: Michael Schulte, City Administrator**

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The 10<sup>th</sup> Street Lights between 3<sup>rd</sup> Avenue and 2<sup>nd</sup> Avenue are in very poor condition and the wiring and conduit are beyond repair. Replacing the fixtures, boaring, pipe, and concrete have been discussed at the past few Utilities Commission meetings. The Utilities Commission has agreed to cover the costs of the boaring (\$5,250), pipe (\$315), and concrete (\$1,500) for a total of \$7,065 if the city will cover the costs on the fixtures (\$4,924).

The total project cost is \$11,989.



# MILLERBERND

MANUFACTURING COMPANY

672 2nd Street South  
P.O. Box 68  
Wasson, MN 55385  
P 320 455 2111  
F 320 455 4420  
www.millerbernd.com

Our Quotation # 123909-00  
04/19/2019

To :  
MOUNTAIN LAKE MUNICIPAL UTILITIES  
925 SECOND AVE  
PO BOX C  
MOUNTAIN LAKE MN 56159

Quotation Valid Thru : 05/19/2019  
Terms : NET 30

Attention : RON NELSON

Your Request : SSTL POLE RPLMT

PRICES ARE YOUR NET COST - FREIGHT INCLUDED - TAXES NOT INCLUDED

TRANSPORTATION ALLOWED BASED ON TOTAL LOT SHIPMENT FREIGHT FORWARD IN ITS ENTIRETY. MILLERBERND MANUFACTURING COMPANY'S STANDARD TERMS AND CONDITIONS APPLY.

Item	Facility / Part / Rev / Description / Details	Quantity Quoted	Unit Price	Extended Price
001	Default 8-SVB3-8-300-STD Rev 000 U/M EA 40B1040 .0721 x 26'9" ELITE BRKY H-  8-SIDED TAPERED STAINLESS STEEL LIGHT POLE ASSEMBLY INCLUDES: Breakaway H-base with access door, 8' V-Style luminaire arm w/2-3/8"OD slipfitter @ 30' mounting height, and stainless steel frost finish. LESS ANCHOR BOLTS	4.00000	1,231.00000	\$ 4,924.00
002	Default 460A12-2DNW-SET-4 Rev 000 U/M SET AB W/2 NUTS & 2 FW(SET/4)1"x40"(LS)	0.00000	0.00000	\$ 0.00

Total Items Price \$ 4,924.00

"This Quotation is Based Upon Millerbernd Manufacturing Company Standard Terms and Conditions of Sale"

Customer

Authorized Signature

**From:** MATT NELSON <mattnelsons@aol.com>  
**Sent:** Thursday, April 11, 2019 9:48 AM  
**To:** utilities@mountainlakemn.com  
**Subject:** Re: Directional Drilling for Street Lighting

Good morning Ron

They finally got back to me on the pipe. It will be .45/ft. Including tax. So only about \$315 for pipe if you have 700 feet of boring. I'm not charging you anymore for the pipe than what it costs me.

Thank you,

Matt

Sent from my iPhone

> On Apr 10, 2019, at 10:19 AM, <utilities@mountainlakemn.com> <utilities@mountainlakemn.com> wrote:

>

> Sounds good, Matt                      thanks, Ron

>

> -----Original Message-----

> From: MATT NELSON <mattnelsons@aol.com>

> Sent: Wednesday, April 10, 2019 9:46 AM

> To: utilities@mountainlakemn.com

> Subject: Re: Directional Drilling for Street Lighting

>

> Good morning Ron

>

> I'm waiting for a price on the 1" pipe. The good news is we can get a small quantity and don't have to get a 5,000 foot reel. I'll let you know as soon as she emails me back.

>

> Thanks,

>

> Matt

>

> Sent from my iPhone

>

>> On Apr 10, 2019, at 8:09 AM, <utilities@mountainlakemn.com> <utilities@mountainlakemn.com> wrote:

>>

>> Hi Matt,

>> Well, the cruddy weather has already started here. Thanks for the quote on the boring. If you can, I would like an approximate price on the 1" pipe that matches with our gray pvc. Not sure if you will have time to get it to me for this Friday mornings meeting..otherwise I will present it in two weeks. Thanks and stay safe in the weather. Ron

>>

>> -----Original Message-----

>> From: MATT NELSON <mattnelsons@aol.com>

>> Sent: Tuesday, April 9, 2019 12:41 PM

>> To: utilities@mountainlakemn.com

>> Subject: Directional Drilling for Street Lighting  
>>  
>> Ron,  
>>  
>> Thank you for the opportunity to bid your upcoming project this season.  
>>  
>> Included is the price for installing (1) pipe for street lighting on each side of Main St in downtown Mt. Lake.  
>>  
>> Directional bore under sidewalks downtown. Install (1) 1" or 2" pipe: \$7.50/ft.  
>>  
>> Note: Pipe is not included on this quote. Please let me know if you would like a quote on pipe as well.  
>>  
>> Thank You,  
>>  
>> Matt Nelson  
>> Cross Country Underground Inc.  
>> 507-381-9668  
>>  
>>  
>>  
>> Sent from my iPhone  
>>  
>  
>



## **Agenda Information Support Sheet**

**To: Mayor & Councilmembers**  
**Council Meeting: May 6, 2019**

**Agenda Item: 7.E**

**Submitted By: Michael Schulte, City Administrator**

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### **Future Events:**

**Board of Appeal & Equalization Meeting: Thursday, May 9 at 5:30PM**

**Planning & Zoning Meeting: Monday, May 13 at 5:30PM**

**Special City Council Meeting: Tuesday, May 14<sup>th</sup> at 6:30PM**

**EDA Strategic Planning Session: Thursday, May 16<sup>th</sup> from 9AM – 1:30PM** – If 2 or more council members are interested in attending this planning session, I will need to post this as a City Council public meeting. If no more than 2 are interested I will not post it as a City Council meeting.

**City Council Meeting: Tuesday, May 21<sup>st</sup> at 6:30PM** – The Tuesday date was selected because originally the financial schedule with Northland Securities required this date to review a ratifying resolution for the downtown EDA project but the scheduled has been modified to move this to a further date (as long as the project progresses). Therefore, the City Council can decide to either keep the Tuesday, May 21<sup>st</sup> meeting date or move it back to the original Monday, May 20<sup>th</sup> meeting date.