

Regular City Council Meeting
Mountain Lake City Hall – 930 Third Avenue
Monday, June 15, 2026
5:45 p.m.

AGENDA

1. Meeting Called to Order *Additional information on agenda item is attached or at City Hall
2. Approval of Agenda and Consent Agenda
 - a. Bills: Checks #30015 - 30042, 1855e – 1869e (1-6)
 - b. Payroll: Checks #69562 - 69599
 - c. Approve May 11 Lake Commission Minutes (7-8)
 - d. Approve May 12 Library Board Minutes, Expenditures, and Library Report (9-11)
 - e. Approve May 18 EDA Board Minutes (12-13)
 - f. Approve May 28 Utilities Commission Minutes (14-15)
 - g. Approve June 1 City Council Minutes (16-18)
 - h. Approve Resolution #12-26 \$15,000 Fire Relief Donation (19)
 - i. Approve Resolution #13-26 EV Infrastructure Grant (20)
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. Fire Hall
 - a. Discussion – Progress/ Updates
5. City Administrator
 - a. Discussion/Action – Parcel 22.413.0030 Sale / Land Split (21)
 - b. Discussion/Action – Resolution #11-26 Land Exchange (22-24)
 - c. Discussion/Action – Ordinance #6-26 Public Events Serving or Selling Alcohol (25)
 - d. Discussion/Action – Electronic Time Reporting Policy (26-28)
6. Roundtable
 - a. Discussion/Action – Commissions/Boards Update
7. Adjourn

Lake Commission Meeting**Monday, May 11, 2026, 6:30 p.m.****Members Present:** Randy Loewen, Dave Bucklin, Stan Bennett, Chad Klassen, Janell Bargaen**Members Absent:** Ny Sayachack**Guests Present:** Mike Nelson,

Chair Loewen called the meeting to order at 6:30 p.m.

M/S/P Bennett/Bucklin to approve minutes of the April 20, 2026 meeting.

Treasurer's Report**Weed Harvester Income/Expense:**

Beginning Balance:	\$71,239.36
DNR Water Permit	-35.00
Ending Balance:	\$71,204.36

Trail Income/Expense:

Beginning Balance:	\$16,647.06
Bargaen – labor only – install mastic on trail	-9,800.00
Tank sprayer/roundup	-68.38
Ending Balance:	\$6,778.68

M/S/P Bennett/Klassen to approve the Treasurer's Report

Aerator: Lines need to be replaced. There are four lines that run out from the air compressor and the lines have become brittle. Buoys will be placed on the the lines once they are repaired.**Can Bin:** Weather did not permit for can bin clean out back on April 27. New date to clean out can bin is Tuesday, May 19, at 5:00 p.m.**The Lake Dam:** The DNR knows that the Dam needs attention – there is a chunk on the north side of the dam that could possibly break off and several vertical cracks showing in the middle of the dam.**Fishing Pier:** Trent Hoek from Hoek Outdoors and Blake Reinke and Dave Bucklin placed the pier in its summer location on May 7th.**Thin Ice Signs:** Dave disassembled the signs and there are a 22 good signs for next year and enough "Thin Ice" stickers to make the number we need for the aerator

Raft: The Lake Commission purchased a raft for the beach area. We will need about 250 lbs of tractor weights to anchor the raft. The raft will be placed some time after Memorial Day.

Candlelight Walk Around the Lake: Considering the weather, this was a good event. The people that came out voiced their appreciation and how much they enjoyed it. We are looking at other events to possibly hold on the island.

Next meeting will be Monday, June 8, 2026, at 6:30 p.m.

Respectfully Submitted
Janell Barga, Secretary

9

MOUNTAIN LAKE PUBLIC LIBRARY BOARD MINUTES
May 12^h, 2025

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

Members Absent:

Staff Present: Daniel Mick

Others Present:

Others Absent: Andy Ysker, Michael Mueller

The meeting was called to order at 4:29 PM by Chairperson Rachel B.

M/S Emily I./Rachel B. to approve the minutes of the April 14th meeting.

Reports: Daniel M. presented the April Monthly reports indicating 2754 total circulation and expenditures in the amount of \$4684.47 Sally E./Rick H. to accept the April reports and expenditures as given, Motion carried.

Changes to the Agenda: NA

Unfinished Business: Daniel M. has reported that the custom canopy will arrive in a week or two and that will be the end of that project. The board is excited to see the new canopy at the park during Pow Wow.

In New Business: Daniel M. reported the library has a confirmed roof leak. During the prior week's rainstorms multiple leaks began in the back office room. Daniel M. contacted Bergen and asked them to come and investigate the leak when they were available.

Mountain Lake Director Check In: Daniel M. reports a continuing preparation for SRP. Then the board went over the programs and events this summer. It was decided that next meeting will be when board members can volunteer for specific events.

Board Suggestions:

The meeting was adjourned at 5:22 PM

Respectfully submitted,

Daniel Mick

Mountain Lake Public Library - May 2026 Report

Children	
Audio	
Books	1148
DVDs	84
Non Print	0
Multi Media	6
Periodicals	1
ADULT	
Audio	
Books	472
DVDs	68
Non Print	10
Multi Media	0
Periodicals	12
Other Physical Media	0
SUBTOTAL:	1801
Ebooks	68
Downloadable Audio	132
TOTAL CIRCULATION:	2411
ILLN(MNLink)	66
Interlibrary Loan Sent	86
Interlibrary Loan Received	258

REVENUE	
Cash Income	\$ -
County Revenue	\$ -
Donations (Monetary)	\$ -
Fines	\$ 231.21
Misc. Revenue	\$ 88.19
Meeting Room Rental	\$ -
Sale of supplies	\$ -
TOTAL REVENUE	\$ 319.40
EXPENDITURES	
Books	\$ 731.80
Periodicals	\$ 197.94
Audio/Visual	\$ 110.75
Gas Utilities	\$ 42.95
City Utilities	
Janitorial Supplies	\$ 68.36
Office Supplies	\$ 83.38
Library Supplies	\$ 18.00
Postage	\$ -
Project Expense	\$ 2,173.07
Repairs & Maintenance Building	\$ -
Repairs & Maint-Materials	\$ -
Tech/Automation Expense	\$ -
Telephone	\$ -
Training, Instruction & Milage	\$ -
MISC.	\$ -
PCLS Delivery	\$ -
TOTAL EXPENDITURES	\$ 3,426.25

MAY LIBRARY EXPENDITURES

Expenditure	Description	Budget #	Total
Plumcreek	Library Cards	200	\$18.00
A&B Business Solution	Printer Bill	200	\$83.38
Minnesota Energy	Monthly Bill	383	\$42.95
Amazon	Disposable Gloves-6217812	400	\$7.49
Indoff	Scent Dispensers	400	\$60.87
ABCCanopy	New Canopy	434	\$1,249.56
Pixella	Image Editing Software	434	\$0.99
PDFSimpli	Image Compialation	434	\$1.00
PDFSimpli	Image Compialation	434	\$0.95
OpenAI	Subscription for Summer Use	434	\$20.00
Amazon	PLINKO Board-8767461	434	\$99.95
Amazon	1000 Books Prizes-8473067	434	\$104.27
Pixella	Image Editing Software Subscriptio	434	\$44.99
Amazon	Candy SRP-6221051	434	\$54.99
Amazon	Shirts for Tie Dye-4913026	434	\$44.97
Amazon	Tie Dye & Candy SRP-8701818	434	\$90.86
Amazon	Tank Cleaners-5268210	434	\$19.49
Amazon	Mealworms-6455424	434	\$8.00
Amazon	Sand Substrate-4061859	434	\$44.97
Amazon	Polaroid Film-8562600	434	\$246.12
Amazon	Heating Bulb-5591422	434	\$13.67
Amazon	Tank Supplies-0109825	434	\$82.82
Amazon	Tank Supplies-0109825	434	(\$66.49)
Amazon	Teen Prizes SRP-7269068	434	\$69.98
Amazon	Raffle Tickets-7389054	434	\$5.99
Amazon	Teen Prize-6989848	434	\$35.99
Amazon	Books-0413852	590	\$24.98
Amazon	Books-7316258	590	\$16.98
Amazon	Movies-9305042	590	\$57.90
Amazon	Book-9901019	590	\$16.17
Amazon	Book-2235415	590	\$14.99
AbeBooks	I Spy Replacment	590	\$10.83
Amazon	Book-1374605	590	\$6.99
Ingram	Monthly Book Order	590	\$582.96
National Geographic	Kids & Little Kids Renewal	591	\$98.00
Food Network	Magazine Renewal	591	\$49.97
HGTV	Magazine Renewal	591	\$49.97
Amazon	Movies-9121001	592	\$52.86
Amazon	Movies-9305042	592	\$57.89

CASH EXPENDITURES

Expenditure	Description		Total
		Sub-Total:	\$0.00
		Final Total:	\$3,426.25

Economic Development Authority
 Monday, May 18, 2026
 12:00 p.m. – 1:00 p.m.
 Mt. Lake City Hall

PRESENT: Mike Nelson, Steve Syverson, Phil Skow, Kyle Smith, Travis Smith. Vern Peterson
 Clara Johnson, Advisors
 ABSENT: Eileen Augustin and Darla Kruser

1. CALL TO ORDER. President Syverson called the meeting to order at 12:02 p.m.
2. Motion to Approve Consent Agenda
 Consent Agenda:
 - a. Approval of April 20, 2026, Meeting Minutes.
 - b. Approval of Financial Reports and Bills. Motion made by Mike to approve the consent agenda as presented. Seconded by Phil. Motion carried.
3. County Daycare Funding Update. Rod reported that he met with Commissioner Tom Appel and approved a one-time funding in the amount of \$100K, that will be divided between the 2 daycares in Mountain Lake, 1 in Windom and 1 in Westbrook.
4. Southwest Regional Development Meeting Discussion. Rod reported that he serves on the SRDC board and has been asked to be the chair of CEDS (Comprehensive Economic Development Strategy). Rod stated this will be minimal work for him and he feels it is beneficial to the EDA for him to sit on the board and that it will help build a relationship with Southcentral Minnesota Transportation Partnership (APT). Kyle stated it would be very beneficial for Rod to serve on the board and be a point person for Mountain Lake.
5. Minnesota Housing Summit Panelist Discussion. Rod stated he will be serving as a panelist at the June 25th meeting held by League of Minnesota Cities.
6. Workforce Housing Infrastructure Program. Rod gave a thank you to Michael for going to the legislation and getting a 1-million-dollar lead mitigation grant and a 2-million-dollar infrastructure grant for phase 2 of Lakeview Estates. Rod also stated voted and approve was a 100-million-dollar infrastructure grant that Tabitha will prepare for so that when the grant opens Mountain Lake EDA can submit a grant request.
7. CEDA Conference – Rod will be a guest speaker
8. Landscaping at Heritage Estates. Tabitha stated that the landscaping at Heritage Estates needs repair for safety reasons. Rod gave an overview of the request. Motion made by Mike to approve up to \$7,000 per unit for bullet edging and relandscaping the west unit at Heritage Estates in 2026 along with bullet edging at Midway Estates and in 2027 County Road 1 and the 5th Avenue units will receive bullet edging and relandscaping. Seconded by Travis. Motion carried.

9. Ratify April 22, 2026, email vote on renewing Lakeview Estates listing with Exit Realty. Motion made by Travis to ratify April 22, 2026, email vote to renew Lakeview Estates listing with Exit Realty. Seconded by Phil. Motion carried.
10. GENERAL DISCUSSION:
- a. Next Regular Board Meeting is June 8, 2026.
 - b. Other Business.
 - Rod stated the Peterson Pharmacy & Gifts/H & S Sisters LLC loan is closed.
 - Vern stated that he would be willing to do the annual business visits on behalf of EDA. Tabitha will get the business questionnaire for Vern
 - Discussed how the EDA can assist struggling businesses.
 - Discussed the request to purchase 2 lots at Lakeview Estates to build 1 house.
 - Rod reported that the legislature approved an additional 3-year extension of TIF 1-8.
11. ADJOURN. President Syverson adjourned the meeting at 1:02 p.m.

**Mountain Lake Utilities Commission Meeting
Mountain Lake City Hall
Thursday, May 28, 2026
7 AM**

Members Present: David Savage; Mark Langland; Sue Garloff; Todd Johnson

Members Absent: Dean Janzen; City Council Liaison Jeff Jack

Staff Present: Micheal Mueller; City Administrator; Jill Falk; Utility Office Manager;
David Watkins; Electric Superintendent; Steve Peters; Lineman

Others Present:

Call to Order

The meeting was called to order at 7 AM.

Approval of Minutes and Bills

Motion by Janzen, seconded by Johnson, to approve May 15th Minutes and Check Numbers 24833 - 24848 (966E-975E). Motion carried.

Electric Department

Most of the days have been filled with Gopher Locates. With Federated Broadband placing fiber, the gophers will continue throughout the summer. Watkins mentioned that the power plant is still moving on schedule. He also stated that a buyer is interested in purchasing our monument flywheel for restoration. There is a possibility that he would be interested in removing all the engines and replacing the old monument with something new. Travis at DGR is looking at an RFP to remove all of the old engines.

Water/Wastewater

Concerns were brought up regarding the continuous discoloration of the water. Nesmoe has been flushing hydrants this week, but was not present to answer any additional questions. Langland commented that an update should be posted on Facebook to keep the residents aware of the issues. The replacement part for the RO has not yet arrived and are waiting for it before the membranes can be replaced. However, the RO does affect the water's hardness, not its clarity.

City Administrator

Mueller advised that \$1 million was awarded by the state to correct private lead service lines. An additional \$2 million will be provided for the Lakeview Estates addition. There are approximately forty-five lead service lines that will need to be repaired. This bond should replace at least forty of those, with the hope that all forty-five can be replaced. The money will be sent directly to the utilities to manage, and Bolton and Menk will be overseeing the project. Most of the concerns are on Third Ave and Tenth Street. Mueller has also been working with the attorneys and Barr Engineering. Prevailing wages and Sales Tax should not have been included in the original bid information. Since all of the bids included these amounts in their final numbers, it is harder to determine the correct refund from the prevailing wages. Contractors are not required to show pay scales and have implied that their workers make more than the

prevailing wage amounts, as they do not want to be shorted on their job costs. An agreement of \$20,000 has been presented as a refund, however, the council does not want to settle on an exact amount at this time. Barr also mentioned that filing an ST3 does not necessarily save on taxes, as quotes will often include the costs in other areas to make up the difference.

Adjourn

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

ATTEST:

Jill Falk, Utilities Office Manager

**City of Mountain Lake
Regular City Council Meeting
Mountain Lake City Hall – 930 Third Ave
Monday, June 1, 2026
5:45 p.m.**

Members Present: Andrew Ysker, Jeff Jack, Mike Nelson, Bryan Bargaen,
Darla Kruser (remote)

Members Absent: None

City Staff Present: Michael Mueller City Administrator

Others Present: Doug Regehr, Deanna Anderson, Tom Appel, Luke Ewald, Kathy Harder,
Alyssa Nesmoe

Call to Order

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

Approval of Agenda & Consent Agenda

Motion by Bargaen, seconded by Ysker to add 12 unit apartment complex and public concerns to the agenda. Motion carried 4 – 0. Motion by Bargaen, seconded by Ysker to approve the agenda and consent agenda as amended. Motion carried 4 – 0.

Bills: Checks #29990 – 30014, 1839E – 1854E

Payroll: Checks #69543 – 69561

Approve May 15 Utilities Commission Minutes

Approve May 18 City Council Minutes

Public

No comment

2025 City Audit

Sara Oberloh of Oberloh & Oberloh, Ltd. presented the City's 2025 audit to the Council. Oberloh reviewed and explained various components of the audit, including revenues, expenditures, and budgeted amounts across multiple departments and funds. Oberloh also presented and discussed several graphs and detailed revenue and expenditure line items, providing an overview of the City's financial position and audit findings.. Motion by Ysker, seconded by Jack to approve the 2025 City Audit. Motion carried 4 – 0.

Active Living Plan

Luke Ewald provided an overview of the history of the Active Living Plan and explained the purpose of the demonstration project at the intersection of 3rd Avenue and 12th Street North, which includes the installation of curb extensions (bump-outs).

Motion by Ysker, seconded by Bargaen, to approve the installation of bump-outs on the east side of the intersection only, with no roadway paint included in the project. The demonstration project will begin in June, following the Pow Wow Celebration, and conclude in October. Approval by the County Board is also required. Motion carried 4 – 0.

Pow Wow

The Den requested permission to close 2nd Avenue between 9th Street and 10th Street on June 19, 20, and 22, 2026, after 3pm each day, to accommodate an anticipated overflow of patrons during Pow Wow. Motion by Jack, seconded by Bargaen to approve the street closure request. Motion carried 4 – 0.

Library

Plum Creek Library System is requesting that member cities re-sign the Agency Agreement to incorporate several administrative updates resulting from state statute changes and routine review. The revisions include removing the School District of Pipestone as a member following its withdrawal, reducing the notice requirement for special Board meetings from two weeks to five days, changing the preliminary budget timeline from March to April, and updating trustee appointment language to provide greater flexibility in selection methods. These changes are administrative in nature and do not alter the intent, governance, or structure of the agreement.

Motion by Ysker, seconded by Bargaen to approve the updated Plum Creek Library System Agency Agreement. Motion carried 4 – 0.

City Administrator

There was a first reading for Ordinance #6-26 Public Events Serving or Selling Alcohol. No action was taken.

West Shore Services technician inspected the siren system by the water tower and found that the motor starter overload heaters are repeatedly tripping due to excessive current draw from the siren head. Normal operating current should be between 20–28 amps; however, the siren is currently drawing 35–37 amps.

When the motor starter overheats, the overload relay trips and removes power to the starter coil, causing the siren to shut down. In some cases, resetting the overload relay does not immediately clear the fault. The technician believes the siren head is nearing the end of its service life and that the overload heaters and motor starter are the only components currently keeping the system operational. Continued operation will likely result in failure of these components.

The technician also noted that this siren's coverage area overlaps with the 2001 SRN siren located on 11th Street North, approximately 1/4 to 1/3 mile away.

The siren was operational when the technician left the site; however, its reliability is uncertain, and additional overload trips are expected. If needed, the overload relay can be reset by opening the lower section of the cabinet where the motor starter is located. No action was taken.

The developer of the 12-unit apartment complex has requested the closure of 4th Avenue between 10th Street and the alley to allow for the storage of framing materials, roofing supplies, and other construction materials, as there is insufficient space available on the project site.

Motion by Barga, seconded by Ysker to approve the street closure request upon the start of framing. The closure must end no later than October 31, prior to snowfall. Any damage to the roadway resulting from the closure or construction activities shall be repaired at the developer's expense. Motion carried 4 – 0. The existing sidewalk will need to be removed during construction. The Council was adamant that the developer is responsible for reinstalling the sidewalk upon completion of the project. If necessary to accommodate the development, the sidewalk may be relocated closer to the street, subject to applicable requirements.

Council discussed public concerns raised through Facebook comments regarding water quality issues and the presence of debris throughout the community.

Roundtable

No update was given.

Adjourn

The meeting was adjourned at 7:13 p.m.

ATTEST:

Michael Mueller, Administrator/Clerk

RESOLUTION #12-26

CITY OF MOUNTAIN LAKE, MINNESOTA

**RESOLUTION TO ACCEPT A \$15,000 GIFT FROM
THE MOUNTAIN LAKE FIRE RELIEF ASSOCIATION**

Whereas, the Mountain Lake Fire Relief Association has a valid license to conduct lawful gambling at “The Den” located in the City of Mountain Lake; and

Whereas, money raised from lawful gambling can be used for ‘lawful purposes’; and

Whereas, a contribution to the City of Mountain Lake is a ‘lawful purpose’ in accordance with MN Statute 349.12, Subd. 25; and

Whereas the Mountain Lake Fire Relief Association has stated its intent to assist the City of Mountain Lake by gifting funds for Mountain Lake’s Fire Hall Building Fund.

Therefore, be it resolved that the Mountain Lake City Council accept the gift of \$15,000 from the Mountain Lake Fire Relief Association; and

Be it further resolved that said funds of \$15,000 be reserved for future development of Mountain Lake’s Fire Hall Building; and

Be it further resolved that the Mountain Lake City Council thanks the Mountain Lake Fire Relief Association for their gift.

Adopted this 15th day of June, 2026.

Mike Nelson, Mayor

ATTEST:

Michael Mueller, Administrator/Clerk

Ricky Oeltjenbruns would like to purchase the .319-acre parcel, picture below. On a per-square-foot basis, the proposed sale price on the larger parcel would be .135 per square foot, which would result in the allocation of \$1,875.00 of the purchase price to this parcel. This amount would reduce the purchase price for the City on the balance of the 7.54-acre parcel to \$42,625.00.

Ricky would pay the cost of surveying and staking the .319-acre parcel and any normal buyer's expenses. The surveyor will draft a legal description for this parcel.



**CITY OF MOUNTAIN LAKE, MN
RESOLUTION #11-26**

**A RESOLUTION AUTHORIZING AND APPROVING A LAND EXCHANGE BETWEEN
THE CITY OF MOUNTAIN LAKE AND SHANNON HABERMAN**

WHEREAS, Shannon Haberman is the owner of Parcel ID No. 220320500, legally described on Exhibit A attached hereto; and

WHEREAS, the City of Mountain Lake is the owner of Parcel ID No. 110320206, legally described on Exhibit B attached hereto; and

WHEREAS, the City of Mountain Lake desires to acquire Parcel ID No. 220320500 through a land exchange with Shannon Haberman; and

WHEREAS, the City Council finds that the proposed land exchange is in the best interests of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain Lake, Minnesota, that:

1. The City approves the exchange of:
 - o Parcel ID No. 220320500 from Shannon Haberman to the City of Mountain Lake;
 - and
 - o Parcel ID No. 110320206 from the City of Mountain Lake to Shannon Haberman.
2. The Mayor and City Clerk/Administrator are authorized to execute all documents necessary to complete the land exchange.
3. This Resolution shall take effect immediately upon adoption.

Adopted by the City Council on 15th day of June 2026.

Mike Nelson, Mayor

ATTEST:

Michael Mueller City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF PARCEL ID. 220320500

That part of the Northeast Quarter of Section 32, Township 106 North, Range 34 West, City of Mountain Lake, Cottonwood County, Minnesota, described as follows:

Commencing at the East Quarter corner of said Section 32; thence South 89 degrees 16 minutes 22 seconds West bearing based on the Cottonwood County Coordinate System NAD83(11), a distance of 2215.06 feet to the southeast corner of a parcel described in Document 153586; thence North 00 degrees 05 minutes 10 seconds West on said east line, a distance of 724.02 feet to the point of beginning; thence North 00 degrees 05 minutes 10 seconds West on said east line, a distance of 14.49 feet; thence North 89 degrees 38 minutes 54 seconds East, a distance of 1626.44 feet to the west line of Lakeview Estates First Addition, according to the recorded plat thereof, thence South 00 degrees 43 minutes 11 seconds East on said west line, a distance of 3.83 feet to a point on a line that bears North 89 degrees 16 minutes 22 seconds East from the point of beginning; thence South 89 degrees 16 minutes 22 seconds West, a distance of 1626.57 feet to the point of beginning.

Parcel contains 0.34 acres of land.

EXHIBIT B
LEGAL DESCRIPTION OF PARCEL ID. 110320206

That part of the South Half of the Northeast Quarter of Section 32, Township 106 North, Range 34 West, Cottonwood County, Minnesota, described as follows:

Commencing at the East Quarter corner of said Section 32; thence on an assumed bearing of South 89 degrees 16 minutes 22 seconds West, along the east-west quarter line of said section, a distance of 428.50 feet to an iron monument, said iron monument being the POINT OF BEGINNING of the tract to be described; thence North 0 degrees 40 minutes 38 seconds West a distance of 690.97 feet to an iron monument; thence North 89 degrees 16 minutes 22 seconds East a distance of 431.40 feet to an iron monument located on the east line of said section; thence North 0 degrees 26 minutes 13 seconds West, along said east line, a distance of 33.00 feet to an iron monument; thence South 89 degrees 16 minutes 22 seconds West a distance of 2210.63 feet to a point located on the east line of a tract as recorded in Doc. No. 153586; thence South 0 degrees 05 minutes 10 seconds East along said east line, a distance of 724.02 feet to an iron monument located on the east-west quarter line of said section; thence North 89 degrees 16 minutes 22 seconds East, along said east-west quarter line, a distance of 1786.56 feet to the point of beginning, containing 29.96 acres, more or less, subject to easements now of record in said county and state.

The Property shall be subject to the following restrictions and conditions during the time period when Tony Ewert and Sally Ewert, or either of them, continue to own and occupy the building site acreage ("homestead") adjacent to the Property on the east side of the Property and these restrictions shall run with the land until terminated:

- (a) The Property is to be solely used as farmland for crop production and any other use is prohibited. This is expressly intended to prevent any further development of the Property while Tony or Sally Ewert own and occupy the homestead.
- (b) The field driveway and approach on the north side of the homestead will be used to enter and exit the Property. Field approach and driveway upkeep, maintenance and repair is the sole responsibility of the Buyer and subsequent owners and shall be done at their sole expense.
- (c) Ewerts shall be given prior notification of any modifications to the drain/ditch that could potentially cause water drainage issues to the homestead and any structures thereon.
- (d) Ewerts shall be given prior notification of any chemical spraying on the Property, whether aerial or otherwise, and such notification must be given prior to any application of chemicals by spraying.
- (e) Ewerts are authorized to spread organic fertilizer, compost and leaves and grass clippings on the Property. This shall be done at such times and in such a manner as will avoid damage to standing crop.
- (f) No hunting by any person or persons shall be permitted.

**CITY OF MOUNTAIN LAKE, MN
ORDINANCE #6-26**

AN ORDINANCE ESTABLISHING SECTION 5.44 OF THE MOUNTAIN LAKE CITY CODE REGARDING PUBLIC EVENTS WHERE ALCOHOLIC BEVERAGES ARE SOLD OR SERVED AND REQUIRING REIMBURSEMENT OF POLICE COVERAGE COSTS.

The City Council of the City of Mountain Lake ordains as follows:

SECTION 5.44 — PUBLIC EVENTS SERVING OR SELLING ALCOHOL

SUBDIVISION. 1. Police Coverage Required.

Any public event conducted within the City of Mountain Lake where alcoholic beverages are sold, served, distributed, or otherwise provided shall be responsible for reimbursing the City for all police coverage costs associated with the event.

The City or Chief of Police may require police officers or other public safety personnel as deemed necessary to protect public health, safety, and welfare during the event.

SUBDIVISION. 2. Costs.

Reimbursable police coverage costs may include, but are not limited to:

1. Officer wages;
2. Overtime compensation;
3. Traffic control expenses;
4. Administrative costs;
5. Equipment and vehicle usage.

The number of officers and duration of coverage required shall be determined by the City or Chief of Police.

SUBDIVISION. 3. Payment.

The City may require an estimated deposit prior to the event. Any remaining balance for police coverage costs shall be paid by the event organizer within sixty (60) days following the event.

Failure to pay such costs may result in denial of future city approvals or permits and any other remedies available by law.

SUBDIVISION. 4. Compliance with Law.

All events shall comply with applicable local, state, and federal laws regarding the sale, service, and consumption of alcoholic beverages.

SUBDIVISION 5. Effective Date

This ordinance shall take effect upon its passage and publication according to law.

Adopted by the City Council of the City of Mountain Lake this 15th day of June, 2026.

CITY OF MOUNTAIN LAKE

By: _____
Mayor

Attest: _____
City Administrator



City of Mountain Lake
930 Third Ave – Drawer C
Mountain Lake, Minnesota 56159
Phone (507) 427-2999 • Fax (507) 427-3327

Electronic Time Recording Policy

Pursuant to applicable law, Minn. Stat. § 412.271, subd. 2(c) and the guidance from the Minnesota Office of the State Auditor, the City shall utilize an electronic time recording system for payroll and attendance purposes. The City Council hereby authorizes the use of electronic timekeeping methods in lieu of manual time records, provided that the system and related payroll procedures are maintained in a manner that ensures accuracy, reliability, and accountability.

The City shall:

1. Require all employees to accurately record their work hours through the City's approved electronic timekeeping system.
2. Maintain procedures to verify and approve employee time records before payroll processing.
3. Ensure that the electronic timekeeping system provides a complete and auditable record of hours worked, leave used, and any payroll-related adjustments.
4. Implement safeguards to prevent unauthorized access, alteration, or manipulation of timekeeping records.
5. Retain electronic time and payroll records in accordance with applicable records retention requirements.
6. Periodically review the electronic timekeeping and payroll processes to ensure continued accuracy, reliability, and compliance with applicable laws and City policies.

Supervisor Electronic Certification. Upon submission of an employee's electronic time record, the employee's supervisor, department head, or authorized designee shall review the record for completeness and accuracy. The supervisor shall electronically approve the time record, which shall constitute the supervisor's certification that the reported hours worked, leave taken, and other payroll information have been reviewed and are believed to be accurate. No time record shall be processed for payroll until the required supervisory approval has been completed, except as authorized by the Finance Officer or designee.



**STATE OF MINNESOTA
OFFICE OF THE STATE AUDITOR**

(651)296-2551 | State.Auditor@osa.state.mn.us | www.osa.state.mn.us

**Statement of Position
Employee Timekeeping Procedures
for Employees Paid on an Hourly or Daily Basis**

Date Reviewed: June 2025

Date Revised: March 2014

This Statement of Position is not legal advice and is subject to revision.

Minnesota law requires statutory cities to implement certain internal controls with regard to payroll for employees paid on an hourly or daily basis.¹ For example, the statute requires both the employee and a timekeeper, supervisor, or other person having knowledge of the employee's work, to sign declarations attesting to the hours/days worked. While counties, charter cities, school districts, and towns do not have similar statutory requirements, they should devise adequate payroll control procedures.

Statutory cities have specific statutory authority to use electronic time recording systems if the governing body of the city adopts policies to ensure that the timekeeping and payroll methods used are accurate and reliable.² Some counties, charter cities, school districts, and towns have been using electronic time recording systems and have implemented various control procedures.

Regardless of the type of payroll/timekeeping recording system used, all government entities should adopt policies and procedures to ensure that timekeeping and payroll methods are accurate and reliable. The Office of the State Auditor (OSA) encourages public entities to design and implement a system that will get as close as possible to the following basic payroll system model for employees paid on an hourly or daily basis:

1. Positive reporting systems. Employees should affirmatively attest to the hours or days they have actually worked and the dates on which they worked. This is in contrast to negative payroll systems, where employees report only periods they were absent from work using vacation or sick leave.
2. Two attestations of the hours worked. One attestation should be made by the employee and the other should be made by the employee's supervisor or other appropriate person.
3. Affirmation of carry-forward amounts. During each payroll cycle, employees should affirm the carried-forward amounts of vacation or sick leave they have accrued. If the carrying forward of compensatory time is allowed by policy or collective bargaining agreement, the accrual of such accumulated time should also be acknowledged by the employee.

¹ See Minn. Stat. § 412.271, subd. 2(b).

² See Minn. Stat. § 412.271, subd. 2(c).

4. Hold-back period. There should be a delay or hold-back period between the end of the pay period and the date of payment to allow for review, approval, and processing.
5. Policies and procedures that:
 1.
 - Verify the identity of those involved in the submission and approval of payroll claims; and
 - For those using electronic timekeeping procedures, provide for the education of users in the safeguarding and protection of their electronic/digital identities.

The adoption of this basic payroll system should increase the accuracy and reliability of timekeeping and payroll procedures used by local units of government.