Regular City Council Meeting Mountain Lake City Hall – 930 Third Avenue Wednesday, June 21, 2023 6:30 p.m. – Regular Meeting

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 #27288 27339, 912E 917E (1-8)
 - b. Payroll: Checks #67402 67435
 - c. Approve May 8 EDA Board Minutes (9)
 - d. Approve May 8 Lake Commission Minutes (10-11)
 - e. Approve May 9 Library Board Minutes, Expenditures, and Library Report (12-15)
 - f. Approve May 25 Utilities Commission Minutes (16-17)
 - g. Approve June 5 City Council Minutes (18-20)
 - h. Approve Resignation of Jonathan Mullen, Custodian, effective 6/9/2023
 - i. Approve Resignation of Kim Syverson, Lake Commission, effective 6/12/2023
 - j. Hire Treyton Duerksen for Weed Harvester Operator
 - k. Hire Ashley Mullen, Custodian, effective 6/21/23, \$16 per hour
- 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.
- City Attorney
- 5. City Administrator
 - a. Discussion/Action Sidewalk Policy (21-26)
 - b. Discussion/Action Rules & Regulations Relating to Municipal Utilities*
 - c. Discussion/Action Cannabis*
- 6. Roundtable
 - a. Discussion/Action Commissions/Boards Update
- 7. Adjourn

Economic Development Authority Monday, May 8, 2023 Mt. Lake City Hall Council Chambers

PRESENT: Jerry Haberman, Steve Syverson, Eileen Augustin, Phil Skow, Mike Nelson, Mitch Schroeder and Vern Peterson, Advisor.

ABSENT: Darla Kruser and Clara Johnson, Advisor.

CITY ADMINISTRATOR: Michael Mueller STAFF: Rod Hamilton and Tabitha Garloff

GUESTS: Lisa Hughes, Mn Department of Employment and Economic Development, Robin Weis, Southwest Regional Development Commission, Anne Reese, Good Samaritan Society and Sue Garloff, Maynard's.

- 1. CALL TO ORDER: President Haberman called the meeting to order at 12:00 p.m.
- 2. Motion to Approve Consent Agenda

Consent Agenda:

- a. Approval of April 17th and April 3rd, 2023, Meeting Minutes.
- b. Approval of Financial Reports and Bills. Motion made by Mitch to approve the consent agenda as presented. Seconded by Phil. Motion carried.
- 3. Presentation from Lisa Hughes, Minnesota Employment and Economic Development and Robin Weis, Southwest Regional Development Commission. Presentation questions to follow. Lisa and Robin provided overviews of what DEED and SRDC programs and resources are available for Mountain Lake EDA.
- 4. Review proposals presented to board. Rod stated that MLC will be bringing a proposal to the board soon. Reviewed a new trucking company's request for assistance. Discussed Wilcon's offer of their 4-plexes for the EDA to purchase.
- 5. Commercial Park. Michelle Lickness reported that she has raised \$1.2 million of the \$1.7 million needed for local investors.
- 6. Krienke Foods International, Inc. April payment has been received. May payment has not been received.
- 7. Update on Southwest Minnesota Housing Partnership. Public meeting scheduled for May 25th, 6:00 p.m. at City Hall. Applications will be available. Tabitha will post flyers once they are received for Joel.
- 8. GENERAL DISCUSSION:
 - a. Next Regular Board Meeting is June 12th, 2023.
 - c. Other Business. Ratify March 20th email vote approving phase 2 loan to Klassen Properties. Motion made by Mike to ratify the email vote to approve phase 2 loan to Klassen Properties. Seconded by Mitch. Motion carried.
- 9. ADJOURN. Vice-President Syverson adjourned the meeting at 1:40 p.m.

Lake Commission Meeting Monday, May 8, 2023, 6:30 p.m.

Members Present: Dave Bucklin, Randy Loewen, Joey Morey, Nathan Harder,

Janell Bargen, Jean Haberman

Members Absent: Joey Morey

Guests Present: Michael Mueller, City Administrator; Mike Nelson, Mayor, Rachel Yoder

Chair Bucklin called the meeting to order at 6:30 p.m. M/S/P Loewen/Bargen to approve agenda and minutes of the April 10, 2023 meeting.

Treasurer's Report (5/5/23)

Weed Harvester Income/Expense:

Beginning Balance:	85,606.61
Insurance Premium	(450.82)
Interest Income	70.08
Ending Balance	\$85,215.67

Trail Income/Expense:

Beginning Balance:	(830.21)
Safety Poles for Boardwalk	(350.45)
Jay Schied – Round-up for Buckthorn Removal	75.00
Walking Trail / Boardwalk	(1,179.00)
Interest Income	70.08
Ending Balance	(2,364.58)

M/S/P Harder/Bargen to approve Treasurer's Report.

Lake Projects:

Harvesting: M/S/P Haberman/Bucklin to purchase a used harvester for \$78,500 from Aquatic Weed Harvester Co. Shipping costs to be determined. The new harvester will be bigger, have a better motor, and only has 57 hours of use. The conveyor for the replacement harvester is not available at this time. The plan is to use the old harvester and conveyor to unload the aquatic vegetation onto a truck. The new conveyor will be ordered when it becomes available.

Trail: The City has done the finishing work on the boardwalk and it is ready to use. The safety poles have been ordered and will be installed at both ends of the boardwalk.

The willows along the southwest trail continue to cause a problem with the root system pushing up through the asphalt. The willows within 15 ft. of the trail need to be cut and chemical applied.

There was discussion about where to install a grill that was purchased in 2016. It was recommended that it be placed at Lawcon Park.

Jean will put out the Trail Maps and the Disc Golf Course scorecards.

Dave will check with the County to see if the lake water can be tested to make sure it is safe for swimming.

Janell and Jean will research benches and decide on a bench that will replace the old benches as they wear out. Benches may be purchased as a memorial.

Next Lake Commission Meeting is Monday, June 12, 2023 at 6:30 p.m.:

Respectfully submitted,

Jean Haberman, Secretary/Treasurer

MOUNTAIN LAKE PUBLIC LIBRARY BOARD MINUTES May 9th, 2023

Members Present: Rick H., Rochelle M., Rachel S.,

Members Absent: Carol L., Rachel B.

Staff Present: Daniel Mick

Others Present: Michael Mueller

Others Absent: Andy Ysker

The meeting was called to order at 4:30 PM by Chairperson Rachel S.

Additions: NA

Reports: Rick H. / Rochelle M. approved minutes after minor correction for April 11th, 2023 meeting minutes.

Daniel M. presented the April Monthly reports indicating 2438 total circulation and expenditures in the amount of 3702.12. M/S Rochelle M. / Rick H. to accept the April reports as given and to approve the April expenditures, Motion carried.

Old Business: Daniel M. reported a successful Pain Party and is excited for the Doug Ohman program next week. It was also reported that the Friends of the Library received several donations as gifts from a patron that passed as well as received donations from the Paint Party/ Social. Daniel M. hopes to have more successful Friend events.

In New Business: None

Director Check In: Daniel M. reported that the items to upgrade the restrooms to unisex and to fix the ADA faults that were found. The library is all quiet as it prepares for the Summer Reading Program.

Materials Suggested: NONE

The meeting was adjourned at 5:02 PM

Respectfully submitted,

Daniel Mick

	LIBRARY EXPENDITURE	$\overline{\mathbf{S}}$	
Expenditure	Description	Budget #	Total
A&B Business	Monthly Bill	200	\$81.11
Indoff	Colored Paper	200	\$98.25
Amazon	Sheet Protectors - 5609814	200	\$26.09
NCL	DVD Cleaning	220	\$4.00
MN Energy	Monthly Bill	383	\$89.91
Durksen Electric	Ballast Repair	400	\$120.46
Country Pride	Tools	400	\$77.98
Amazon	Magic Sponges - 5609814	400	\$14.98
Janitor Pay	Dennis	400	\$345.00
Amazon	Bathroom Upgrades - 9867468	401	\$372.86
Creative Source	Pencil Sharpeners (Back to School)	430	\$127.30
Amazon	Tablecloth X2 - 7521825	430	\$64.95
Amazon	Tablecloth - 6449837	430	\$25.99
Amazon	Ice Cream Cups & Dot Stickers	434	\$27.58
Amazon	Beads X2 - 4694609	434	\$19.98
Amazon	Sticker Dots X3	434	\$17.07
Ingram	Monthly Book Report	520	\$594.04
Lakeview	Non-Fiction Purchase	520	\$398.41
Amazon	Book - 1062628	520	\$12.56
Amazon	Book - 0062661	520	\$12.59
Mother Earth News	Renewal	591	\$15.95
Amazon	DVD - 2160231	592	\$76.26
Amazon	DVDs - 9207405	592	\$82.88
Amazon	DVD - 9530666	592	\$28.95
Amazon	DVD - 9093801	592	\$34.96
Amazon	DVDs - 6285053	592	\$25.25
Amazon	DVD - 5060262	592	\$19.96
Amazon	DVD - 9392220	592	\$17.99
		Sub-Total:	\$2,833.31

	LIBRARY CASH EXPENDITURE	\mathbf{S}	
Expenditure	Description		Total
Peterson Pharm.	Paper Clips		\$4.25
		Sub-Total:	\$4.25
	•	Final Total:	\$2,837.56
	LIBRARY REVENUE		
Revenue	Description	Budget #	Total
Fines	Monthly Fine Drop	3500	\$55.94
Income	Prints	Cash Bag	\$142.66
Misc.	Sale of Furniture	Cash Bag	\$50.00
		Total:	\$248.60

Books DVDs Books DVDs Downloadable Audio Ebooks SUBTOTAL: Other Physical Media **Periodicals** Multi Media **Non Print** Audio Periodicals Multi Media **Non Print** Audio TOTAL CIRCULATION: Interlibrary Loan Received Interlibrary Loan Sent LLN(MNLink) Children **ADULT** 2320 1743 81 8 249 157 513 131 164 94 42 56 12 40 28 G CT 0 0 0 6

Mountain Lake Public Library May 2023

2,833.31	₩	TOTAL EXPENDITURES
	₩	PCLS Delivery
218.24	()	MISC.
ï	G	Travel
	49	Telephone
•	G	Tech/Automation Expense
493.32	€9	Repairs & Maint-Janitorial
4.00	↔	Repairs & Maintenance
64.63	49	Project Expense
1	49	Postage
1	49	Library Supplies
205.45	₩	Office Supplies
437.96	49	Janitorial Supplies
89.91	€	Gas Utilities
286.25	49	Audio/Visual
15.95	€9	Periodicals
1,017.60	↔	Books
	URES	EXPENDITURES
248.60	49	TOTAL REVENUE
50.00	₩	Sale of supplies
	49	Meeting Room Rental
,	49	Misc. Revenue
55.94	\$	Fines
1	€9	Donations (Monetary)
	\$	County Revenue
142.66	49	Cash Income
	UE	REVENUE

Mountain Lake Utilities Commission Meeting Mountain Lake City Hall Thursday, May 25, 2023 7 AM

Members Present: Mark Langland, David Savage, Todd Johnson, Brian Janzen, City Council

Liaison Dean Janzen

Members Absent: Sue Garloff

Staff Present: Michael Mueller; Clerk/Administrator; Jill Falk; Utilities Office Manager;

Dave Watkins; Electric Superintendent; Lane Anderson; Lineman; Steve Peters; Lineman;

Taylor Nesmoe; Water/Wastewater Superintendent

Others Present: Clinton Herrig, Daniel Bargen

Call to Order

The meeting was called to order at 7 AM.

Approval of Minutes and Bills

Motion by Johnson seconded by Brian Janzen to approve the May 11th Minutes, and Check Numbers 22555-22590 (471E-472E). Motion carried.

Electric Department

Watkins mentioned that they will continue to work on the underground projects as long as the weather permits.

Water/Wastewater Department

- 1. Daniel Bargen and Clinton Herrig were present at the meeting. Herrig is looking to purchase the property on Ninth Street and Prince, however, there are no utilities set up. The water curb stop only connects up to Prince Street and Bargen has a private sewer line for his home only. They have reached out to Nickel Construction for a quote of around \$20,000 to dig up Prince Street up to the property. If a new property is built, it is necessary to have utilities available. However, there will need to be more of a discussion, as to the best option available. Herrig stated that he will not be building on the property for several years, so this is not a decision that needs to be made immediately. He will provide updates as any progress is made.
- 2. Nesmoe stated that they are still adjusting the chemicals and recharging the sand filters. This will unfortunately cause a delay with the installation of the new membranes.
- 3. The leak detection survey was completed for the town. Two leaks were found; one leak was found on Sunset Avenue and the other leak was near the Fast hydrant for farm fills. Nesmoe is hoping to get Sunset Avenue completed and then the farm hydrant will need to be replaced. He also mentioned that they just replaced a hydrant by Midway and with the help of rural water, rebuilt the hydrant by Bargen.
- 4. The new trucks have finally arrived at Mountain Lake Automotive. The total cost including title transfer was just over \$105,000 for the two trucks. They are short-bed

trucks, so utility boxes will be needed. The original quote for the utility boxes was between \$15,000 and \$20,000. Jason at Mountain Lake Auto offered a trade-in value of \$9,000 for the two older trucks but believes that he could resell them for around \$14,000. A motion was made by Brian Janzen to attempt to consign the trucks to get the most value. If they do not sell, see if Jason will then take them as a trade-in. The motion was then seconded by Savage, and the motion passed.

City Administrator

MISO has published the results of the capacity auction and prices did snap back from last year averaging \$0.28 kwh/m. With the new seasonal rates, the Fall rate would be the most expensive at \$0.46 kWh and Winter would be the lowest at \$0.06 kWh. Summer and Spring both came in at \$0.30 kWh. With the current rate of capacity, an approximate \$0.02 per kWh rate increase will be needed to cover the costs of the new power plant. A meeting with Qualus and Mike Thielen will take place to start the bidding process. The bidding for the generators should take place first, as production will take up to two years.

Adjourn

The meeting was adjourned at 7:35 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 5, 2023 6:30 p.m.

Members Present:

Andrew Ysker, Dean Janzen, Darla Kruser, Bryan Bargen, Mike Nelson

City Staff Present:

Michael Mueller City Administrator; Maryellen Suhrhoff City Attorney;

Daron Friesen Street Superintendent

Others Present:

Sara Oberloh, Doug Regehr

Call to Order

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

Approval of Agenda & Consent Agenda

Motion by Janzen, seconded by Kruser to approve the appointment of Jon Beyer, Lake Commission Board to the consent agenda and discussion to purchase a mower for the Street Department to the agenda. Motion by Kruser, seconded by Bargen to approve the agenda and consent agenda as amended. Motion carried 5-0.

Bills: Checks #27235 - 27287, 900E - 911E

Payroll: Checks #67367 - 67401

Approve January 24 Police Commission Minutes Approve May 11 Utilities Commission Minutes

Approve May 15 City Council Minutes

Approve May Street Department Report - Daron Friesen, Street Superintendent

Approve Pow Wow Street Closure Request

Approve Jon Beyer, Lake Commission Board, effective 6/5/2023

Public

No comments

Street Department

Motion by Janzen, seconded by Ysker to approve the purchase of a new lawn mower for the Street Department next year. Motion carried 5-0.

2022 City Audit

Sara Oberloh presented to Council the City's 2022 Audit. <u>Motion by Kruser, second by Janzen to approve the 2022 Audit. Motion carried 5 – 0.</u>

City Attorney

An update was given to the council regarding civil processes on various properties, public nuisances, current processes, court procedures, agreements, and plans. The third and final reading for parking regulation amendment was tabled.

City Administrator

Discussion/Action – Third & Final Reading – Ordinance #2-23 City Park Hours (21)

Discussion/Action – Resolution #14-23 Unpaid Fire Service Charge (22)

Discussion/Action - Resolution #15-23 Tax Forfeited Property (23)

Discussion/Action - Resolution #16-23 2024 Capital Budget Request (24)

Discussion/Action - Negotiations to Hire Louis Norell, Assistant Police Chief

Michael Mueller, City Administrator read the third and final reading on the proposed ordinance change regarding city park hours, parks would be open from 5:00 A.M to 11:00 P.M., and shall be considered closed after 11:00 P.M.. No person should be in any park between the hours of 11:00 P.M. and 5:00 A.M unless they have written permission from the City Administrator. Motion by Janzen, second by Ysker to approve Ordinance #2-23. Motion carried 5-0.

Motion by Janzen, second by Bargen to approve Resolution #14-23 Unpaid Fire Service Charge. Motion carried 5 – 0.

Motion by Ysker, second by Kruser to approve Resolution #15-23 Tax Forfeited Property. Motion carried 5-0.

Motion by Kruser, second by Janzen to approve Resolution #16-23 2024 Capital Budget Request. Motion carried 5-0.

Motion by Bargen, second by Ysker to approve hiring Louis Norell, Assistant Police Chief, accept amended proposal, purchase City of Windom K9 vehicle and Bruno (dog). Motion carried 5-0.

Roundtable

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

Adjourn

The meeting was adjourned at 7:55 p.m.

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\Box	. 1	LL	NO.	1	

Michael Mueller, Administrator/Clerk



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

City of Mountain Lake Sidewalk Policy

The City of Mountain Lake provides a system of streets for the benefit of the citizens of Mountain Lake and other vehicles using the transportation system. The City of Mountain Lake also provides safe and adequate sidewalks for citizens and others moving about the community on foot. The Street Department is responsible for overseeing the construction and maintenance of sidewalks. This policy will enable property owners to construct sidewalks that allow them full use of their property while insuring safe passage for pedestrians.

Responsibility, Frequency, and Methods Used For All Sidewalks

The City of Mountain Lake shall conduct sidewalk inspections in the following matter:

- (A) The Street Department shall inspect sidewalks each year.
- (B) Sidewalks and sidewalk panels will be identified for repair and/or replacement if any one of the following criteria is met:
 - 1) A gap of over ³/₄ of an inch between the sidewalk panels;
 - 2) Excessively broken up and with loose pieces or panels;
 - 3) Cracks, deterioration, and misalignment;
 - 4) Misalignment of 1 inch or more in elevation between adjacent sidewalk panels.
 - 5) Missing sidewalk panels
- (C) Following inspection, the City will send written notification by first class mail to the property owners whose sidewalks need repair and/or replacement.

Inspection Documentation:

The City Staff Member completing the inspection will document inspected areas. If any area(s) of a sidewalk meet the above criteria for repair or replacement, City Staff will document all areas affected including date of inspection, property address, number of affected sidewalk panels, issues requiring repair and/or replacement, and signature by the city official conducting the inspection. This procedure will organize the process and allow the Street Department to prioritize all of the inspected areas. The area(s) designated as first priority will be those located in high usage locations.

The following guidelines shall be used in the construction, reconstruction and repair of sidewalks:

- (A) Construction, Reconstruction and Repair of Sidewalks Shall Conform to the Following Minimum Standards:
 - 1) Any new sidewalks shall be constructed with a minimum width of 60 inches. The width of reconstructed/repaired sidewalks shall conform to adjacent sidewalks.
 - 2) Standard sidewalk construction, reconstruction and repair shall consist of installation of:
 - (a) A base of 3 inches of compacted granular material under the concrete,
 - (b) Concrete that is a minimum of 4 inches thick.
 - 3) Sidewalks on driveway approaches: Thickness of 6 inches of concrete for residential sidewalks and 8 inches of concrete for sidewalks on commercial properties above the base of 3 inches of compacted granular material.
 - 4) Sidewalks must be constructed as to not restrict drainage on adjacent property
 - 5) Sidewalks across driveways must be of concrete.
 - 6) Tree roots with the potential of interfering with sidewalks should be ground down a minimum of 6" below the surface.
 - 7) Curb cuts shall be poured
 - 8) Water shut-offs, valves and manholes may be adjusted as approved by City Staff
 - 9) Topsoil and sod replacement along the edges of the sidewalk panels.
- (B) All sidewalks shall have a cross slope of ¹/4 inch per foot and the elevation of the sidewalk shall conform to adjacent sidewalks.
- (C) The City Council designates the Street Superintendent and/or his designee, to inspect sidewalks and monitor and approve all sidewalk repair and reconstruction.
- (D) Pursuant to City Ordinance 7.03 the City has authority to repair or replace sidewalks. City Ordinance 7.03 is on the back of this letter.

Expenses

All expenses for sidewalks and curb cuts are the responsibility of the property owner. Work ordered by the city will be billed to the property owner and must pay within 30 days of receiving the bill. If not paid, the bill will be assessed for collection with your property taxes.

SECTION 7.03 SIDEWALK REGULATIONS

Subdivision 4. Repair of Sidewalks.

- A. Owner's Responsibility. The owner of any property within the City abutting a public sidewalk shall keep the sidewalk in repair and safe for pedestrians. Repairs shall be made in accordance with standard specifications approved by the Council and on file in the office of the City Clerk-Treasurer.
- B. <u>Inspection and Notice</u>. In addition to the procedure allowing a petition for improvements by abutting owners, it shall be the duty of the Street Superintendent to make such inspections as are necessary to determine that public sidewalks within the City are kept in repair and safe for pedestrians. If the Street Superintendent finds that any sidewalk abutting on private property is unsafe and in need of repairs, he shall cause a notice to be served, by registered mail or by personal service, upon the record owner of the property, or the occupant, if the owner does not reside within the City, or cannot be found therein, ordering such owner to have the sidewalk repaired and made safe within 40 days (during construction season), and stating that if the owner fails to do so, that the Street Superintendent will do so on behalf of the City; that the expense thereof must be paid by the owner in a single installment; and that if unpaid, it will be made a special assessment against the property concerned.
- C. Repair. If the sidewalk is not repaired within 40 days after receipt of the notice, the Street Superintendent shall repair the sidewalk and make it safe for pedestrians, or order the work done by contract in accordance with law. The Street Superintendent shall keep a record of the total cost of the repair attributable to each lot or parcel of property, and report such information to the City Clerk-Treasurer.
- D. <u>Personal Liability</u>. The owner of property on which sidewalk repair has been performed shall be personally liable for the cost of such repair. As soon as the service has been completed and the cost determined, the City Clerk-Treasurer shall prepare a bill and mail it payable at the office of the City Clerk-Treasurer.
- E. <u>Assessment</u>. On or before September 1, of each year, the Clerk-Treasurer shall list the total unpaid charges for sidewalk repair against each separate lot or parcel to which they are attributable under this Section. The Council may then spread the charges against the property as a special assessment under Minnesota Statutes Section 429.101, and other pertinent statutes, for certification to the County Auditor for collection the following year along with current taxes.

SIDEWALK INSPECTION SHEET

SECTION OR PANELS IN SIDEWALK NEEDING REPAIR & TYPE OF REPAIR (Lip, Rough, Deteriorating, etc.)						
LENGTH OF						
WIDTH OF SIDEWALK						ector:
HOUSE NO. VISIBLE						Signature of Inspector:
PROPERTY OWNERS (& ADDRESS IF DIFFERENT THAN PROPERTY ADDRESS)					ੜ	Signat
PROPERTY ADDRESS						Name of Inspector (Please Print):
DATE OF INSPECTION						Name of Inspect

AGREEMENT TO SPECIAL ASSESSMENT AND WAIVER OF IRREGULARITY AND APPEAL

THIS AGREEMENT, is made this	day of, 20, between the City of
Mountain Lake, State of Minnesota, hereins	after referred to as "City" and
, hereinafter referr	ed to as "Owner",
the owner's request, to cause the construction property owned by the undersigned, the owner's request, to cause the construction property owned by the undersigned, the owner's request, to cause the construction of the construc	City Council of a charge/assessment over \$1,000, at on of a new sidewalk and/or curb cuts across the mer agrees to pay the cost of said improvement over a is estimated to be \$, shall be cowners' real estate described as follows:
each year as a special assessment with the r waives objection to irregularity with regard that the amount thereof levied against owns appeal in the courts.	nee interest from
	CITY OF MOUNTAIN LAKE
	By:
	Its:
	Owner
	Owner

Old 2007 Policy

City of Mt. Lake Sidewalk Policy

The City of Mt. Lake provides a system of streets for the benefit of the citizens of Mt. Lake and other vehicles using the transportation system. The City of Mt. Lake also provides safe and adequate sidewalks for citizens and others moving about the community on foot. The Street Department is responsible for overseeing the construction and maintenance of sidewalks. This policy will enable property owners to construct sidewalks that allow them full use of their property while insuring safe passage for pedestrians.

Sidewalk and Curbcut Specifications

- 1. All plans for sidewalks shall be reviewed by the Street Superintendent.
- 2. Minnesota Department of Transportation (MDOT) specifications, #2421.1, shall be used.
- 3. For granular materials MDOT specifications 31499.2G must be used.
- 4. There shall be a minimum of three inches of compacted Class 5 gravel (or similar grade material approved by the Street Superintendent) under sidewalk and curb cut panels.
- 5. The concrete mix to be used shall meet or exceed a 4,000 lb. mix, Type 3 with an entrained air content of 6/5% plus or minus 1.5%
- 6. There must be a 2" to 4" gravel base.
- 7. Sidewalks shall be of 4" depth, and measure a minimum of 4' by 4' in size.
- 8. Sidewalks crossing driveways shall have a depth of 6".
- 9. Sidewalks must be constructed as to not restrict drainage on adjacent property.
- 10. Sidewalks across driveways must be of concrete.
- 11. Tree roots with the potential of interfering with sidewalks should be ground down a minimum of 6" below the surface.
- 12. If over 30% of property's existing sidewalk is need of significant repair the entire sidewalk should be replaced.
- 13. Water shut-offs, valves and manholes may be adjusted as approved by City Staff.
- 14. Curb cuts? I AM FAXING YOU OLD DIAGRAMS ARE THEY STILL USABLE?
- 15. Pursuant to City Ordinance 7.14 the City has authority to repair or replace sidewalk.

Expenses

All expenses for sidewalks and curb cuts are the responsibility of the property owner. Work ordered by the city will be billed to the property owner and if not paid in a timely fashion will be special assessed.