

**Regular Council Meeting
Mountain Lake City Hall
Monday, June 5, 2017
7 p.m.**

AGENDA

1. Meeting Called to Order
 - * Further information on agenda item is attached
2. Approval of Agenda and Consent Agenda
 - a. Bills: Check #'s 9919988 - 9920033 *(1-6)
 - b. Approval of Payroll Checks #'s 63182 - 63197
 - c. Approval of May 15 Council Minutes*(7-9)
 - d. Approval of May 1 Planning and Zoning Commission Minutes*(10-11)
 - e. Approval of April 11 Police Commission Minutes*(12)
 - f. Approve closure of 9th St. from 3rd to 4th Ave., 5 to 9 PM June 25-29*(13)
 - g. Hire Amber Hughes, EMT, Ambulance as of May 18, 2017
 - h. Hire Alex Gerdes, Summer Street, Parks, Cemetery Worker as of May 22, 2017
 - i. Hire Travis Martin, Summer Trail Worker as of June 6, 2017
3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern with the Council
4. Public Hearing*() 2017-18 Mt. Lake Commercial Park Project*(14-16C)
 - a. Resolution #14-17
5. Approval of Resolution #16-17 Mt. Lake Commercial Park Subdivision Final Plat*(17-18)
6. Other Projects
 - a. Approval of Partial Pay Estimate #1, 2017 Sanitary Sewer and Watermain Replacement on CSAH 1*(19-21)
 - b. Review of Notice of Defective Work Requiring Correction, 2-12-2013 Infrastructure Improvements*(22-23)
 - c. Inspection Report, Mt. Lake Wastewater Treatment Facility*(24-30)
7. 2016 Audit Presentation, Oberloh and Associates – separate packet

8. Ordinance #5-17, Additional Parcels to be placed in the Mt. Lake Rural Service District*(31)
9. Personnel
 - a. Economic Development Assistant Job Opening Update
 - b. Non-Union Wages
 - c. DRAFT Request for Proposals for City Attorney*(32-36)
10. Video/Audio Broadcasting/Rebroadcasting Council Meeting
11. Administrator
 - a. Equipment Loan Agreement*(37-38)
 - b. 2018 Local Government Aid*(39)
 - c. Ambulance Billing, 812 ½ 5th Ave. (40-47)
12. Adjourn

Upcoming Meeting: CAPITAL IMPROVEMENT PLAN
Tuesday, June 13 5PM

CITY OF MOUNTAIN LAKE

***Check Detail Register©**

May 2017 to June 2017

*June 5, 2017 mtg
ck # 9919988
to 9920033*

| | | | Check Amt | Invoice | Comment |
|-----------------------------|---|-----------|-------------|---------|--------------------------------|
| 10100 United Prairie | | | | | |
| Paid Chk# | 9919988 | 5/15/2017 | | | INDOFF INCORPORATED |
| E 211-45500-200 | Office Supplies | | \$22.51 | | LIBRARY SUPPLIES |
| | Total INDOFF INCORPORATED | | \$22.51 | | |
| Paid Chk# | 9919989 | 5/15/2017 | | | INGRAM |
| E 211-45500-590 | Capital Outlay Books | | \$329.58 | | LIBRARY BOOKS |
| E 211-45500-592 | A.V. Materials | | \$21.99 | | LIBRARY AV |
| | Total INGRAM | | \$351.57 | | |
| Paid Chk# | 9919990 | 5/15/2017 | | | LAKER GRILL |
| E 205-46500-430 | Miscellaneous | | \$33.99 | 4/14/17 | EDA LUNCH 4-14-17 |
| | Total LAKER GRILL | | \$33.99 | | |
| Paid Chk# | 9919991 | 5/15/2017 | | | SEBCO BOOKS |
| E 211-45500-590 | Capital Outlay Books | | \$32.01 | | LIBRARY BOOKS |
| | Total SEBCO BOOKS | | \$32.01 | | |
| Paid Chk# | 9919992 | 5/25/2017 | | | AFLAC |
| G 101-21713 | AFLAC | | \$186.96 | | |
| | Total AFLAC | | \$186.96 | | |
| Paid Chk# | 9919993 | 5/25/2017 | | | AFSCME COUNCIL 65 |
| G 101-21707 | Union Dues | | \$154.86 | | |
| | Total AFSCME COUNCIL 65 | | \$154.86 | | |
| Paid Chk# | 9919994 | 5/25/2017 | | | BCBS/HSA |
| G 101-21714 | HSA | | \$443.85 | | |
| | Total BCBS/HSA | | \$443.85 | | |
| Paid Chk# | 9919995 | 5/25/2017 | | | COMMISSIONER OF REVENUE |
| G 101-21702 | State Withholding | | \$740.58 | | |
| | Total COMMISSIONER OF REVENUE | | \$740.58 | | |
| Paid Chk# | 9919996 | 5/25/2017 | | | GISLASON & HUNTER |
| G 101-21712 | Garnishments | | \$362.72 | | |
| | Total GISLASON & HUNTER | | \$362.72 | | |
| Paid Chk# | 9919997 | 5/25/2017 | | | INTERNAL REVENUE SERVICE |
| G 101-21701 | Federal Withholding | | \$1,707.18 | | |
| G 101-21703 | FICA Tax Withholding | | \$2,389.54 | | |
| | Total INTERNAL REVENUE SERVICE | | \$4,096.72 | | |
| Paid Chk# | 9919998 | 5/25/2017 | | | PERA |
| G 101-21704 | PERA | | \$4,274.10 | | |
| | Total PERA | | \$4,274.10 | | |
| Paid Chk# | 9919999 | 5/25/2017 | | | SW/WC SERVICE COOPERATIVES |
| G 101-21708 | Employee Paid Health Insurance | | \$1,373.66 | | |
| | Total SW/WC SERVICE COOPERATIVES | | \$1,373.66 | | |
| Paid Chk# | 9920000 | 5/25/2017 | | | VALIC |
| G 101-21705 | VALIC | | \$388.00 | | |
| | Total VALIC | | \$388.00 | | |
| Paid Chk# | 9920001 | 6/1/2017 | | | LEAGUE OF MN CITIES--INSURANCE |
| E 101-00000-361 | General Liability Ins | | \$15,679.50 | | CITY LIABILITY INS |

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May 2017 to June 2017

| | | Check Amt | Invoice | Comment |
|---|-----------------------|---------------------|----------------------------|--|
| E 101-45200-363 | Automotive Ins | \$345.00 | | PARKS VEHICLE INS |
| E 231-42154-363 | Automotive Ins | \$1,339.88 | | AMB VEHICLE INS |
| E 221-42200-363 | Automotive Ins | \$2,009.88 | | FIRE DEPT VEHICLE INS |
| E 101-43100-363 | Automotive Ins | \$2,027.88 | | ST DEPT VEHICLE INS |
| E 101-00000-361 | General Liability Ins | \$301.50 | | BONDS INS-CITY |
| E 101-43100-363 | Automotive Ins | \$2,736.00 | | MOBILE PROPERTY INS-CITY |
| E 101-00000-361 | General Liability Ins | \$6,242.00 | | EXCESS LIABILITY INS-CITY |
| E 101-42100-363 | Automotive Ins | \$1,060.86 | | POLICE VEHICLE INS |
| E 211-45500-362 | Property Ins | \$1,004.00 | | LIBRARY PROPERTY INS |
| E 235-46340-362 | Property Ins | \$833.00 | | INS FULDA CREDIT UNION BLDG |
| E 101-45186-362 | Property Ins | \$1,220.00 | | COMM CTR PROP INS |
| E 221-42200-362 | Property Ins | \$418.75 | | FIRE DEPT PROP INS |
| E 507-45150-360 | Insurance (GL &PROP) | \$304.00 | | WEED HARVESTOR INS-LAKE COMM |
| E 608-46330-362 | Property Ins | \$5,455.22 | | 8-PLEX PROP INS |
| E 303-47000-362 | Property Ins | \$3,548.00 | | POPD KERNS BLDG INS |
| E 231-42154-362 | Property Ins | \$206.25 | | AMBULANCE PROP INS |
| E 101-45200-362 | Property Ins | \$3,372.00 | | PARKS PROP INS |
| E 101-43100-362 | Property Ins | \$2,715.00 | | ST DEPT PROP INS |
| E 101-41400-362 | Property Ins | \$2,473.00 | | CITY HALL PROP INS |
| E 607-46330-362 | Property Ins | \$2,730.78 | | 4-PLEX PROP INS |
| E 101-00000-361 | General Liability Ins | \$3,327.50 | | UT-ELECT DEPT LIAB |
| E 101-00000-361 | General Liability Ins | \$1,676.75 | | UT-VEHICLE INS-ELEC |
| E 101-00000-361 | General Liability Ins | \$301.50 | | UT-BONDS INS |
| E 101-00000-361 | General Liability Ins | \$380.00 | | UT-SEWER CAMERA/DIESEL GENERATOR MOBILE PROP INS |
| E 101-00000-361 | General Liability Ins | \$4,310.00 | | UT-WATER DEPT PROP INS |
| E 101-00000-361 | General Liability Ins | \$18,425.00 | | UT-ELECT DEPT PROP INS |
| E 101-00000-361 | General Liability Ins | \$4,165.00 | | UT-WATER DEPT LIAB INS |
| E 609-46330-362 | Property Ins | \$2,623.00 | | MASON MANOR PROP INS |
| E 101-45183-360 | Insurance (GL &PROP) | \$796.00 | | INS BATHHOUSE AT CAMPGROUN |
| E 101-00000-361 | General Liability Ins | \$1,281.75 | | UT-VEHICLE INS-WATER DEPT |
| E 221-42200-362 | Property Ins | \$114.00 | | INS ON CASCADE SYSTEM-FD |
| E 240-46500-360 | Insurance (GL &PROP) | \$415.00 | | JSK BRIDAL BLDG-206 10TH ST INS |
| E 230-47001-362 | Property Ins | \$1,478.00 | | HOMETOWN CAFÉ BLDG & CONTENTS INS |
| E 240-46500-360 | Insurance (GL &PROP) | \$195.00 | | ML FITNESS BLDG INS |
| E 231-42154-362 | Property Ins | \$266.00 | | ZOLL 12 LEAD DEFIB & MONITOR/LUCAS-AMB |
| E 101-00000-361 | General Liability Ins | \$267.00 | | UT-INS ON #8 |
| E 101-00000-361 | General Liability Ins | \$3,631.00 | | CITY MISC LIABILITY |
| E 341-47000-362 | Property Ins | \$5,218.00 | | MT POWER BLDG |
| Total LEAGUE OF MN CITIES--INSURANCE | | \$104,893.00 | | |
| <hr/> | | | | |
| Paid Chk# | 9920002 | 6/1/2017 | MUNICIPAL UTILITIES | |
| E 101-43160-381 | Electric Utilities | \$2,780.97 | | APRIL STREET LIGHTING |
| Total MUNICIPAL UTILITIES | | \$2,780.97 | | |
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| Paid Chk# | 9920003 | 6/1/2017 | FRONTIER | |
| E 211-45500-321 | Telephone | \$68.14 | | LIBRARY PHONE-507-427-2506 |
| Total FRONTIER | | \$68.14 | | |
| <hr/> | | | | |
| Paid Chk# | 9920004 | 6/1/2017 | MUNICIPAL UTILITIES | |
| E 101-43100-430 | Miscellaneous | \$62.00 | | 2017 DRUG & ALCHOHOL TESTING-RICK & DARON |
| E 101-45200-430 | Miscellaneous | \$31.00 | | 2017 DRUG & ALCHOHOL TESTING-STEVE |
| Total MUNICIPAL UTILITIES | | \$93.00 | | |
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| Paid Chk# | 9920005 | 6/1/2017 | ABBY HUBIN | |

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May 2017 to June 2017

| | | | Check Amt | Invoice | Comment |
|---|--------------------------|-----------------------------------|------------|-----------|---|
| R 231-42154-36200 | Miscellaneous Revenues | | \$139.03 | 12/3/2015 | RETURN OF AMBULANCE PAYMENT RECEIVED FROM REVENUE RECAPTURE |
| Total ABBY HUBIN | | | \$139.03 | | |
| Paid Chk# 9920006 | 6/1/2017 | ADVANCED SYSTEMS INC | | | |
| E 101-41400-200 | Office Supplies | | \$697.87 | 547214 | CITY-COPIES ON COLOR PRINTER 3/1/2017 TO5/28/2017 |
| E 205-46500-200 | Office Supplies | | \$114.04 | 547214 | EDA-COPIES ON COLOR PRINTER 3/1/2017 TO5/28/2017 |
| E 101-42100-200 | Office Supplies | | \$2.21 | 547214 | PD-COPIES ON COLOR PRINTER 3/1/2017 TO5/28/2017 |
| Total ADVANCED SYSTEMS INC | | | \$814.12 | | |
| Paid Chk# 9920007 | 6/1/2017 | AMAZON | | | |
| E 211-45500-590 | Capital Outlay Books | | \$17.67 | | LIBRARY BOOKS |
| E 211-45500-592 | A.V. Materials | | \$83.18 | | LIBRARY AV |
| Total AMAZON | | | \$100.85 | | |
| Paid Chk# 9920008 | 6/1/2017 | AMBER HUGHES | | | |
| E 231-42154-308 | Training & Instruction | | \$879.43 | | EMT TRAINING EXPENSES |
| Total AMBER HUGHES | | | \$879.43 | | |
| Paid Chk# 9920009 | 6/1/2017 | BOUND TREE MEDICAL | | | |
| E 231-42154-210 | Operating Supplies | | \$51.48 | 82506983 | SUPPLIES FOR AMBULANCE |
| Total BOUND TREE MEDICAL | | | \$51.48 | | |
| Paid Chk# 9920010 | 6/1/2017 | CARDMEMBER SERVICE | | | |
| E 101-00000-430 | Miscellaneous | | \$19.98 | | MONTHLY COMPUTER CRASH PLAN |
| E 101-42100-308 | Training & Instruction | | \$124.47 | | PD-TARGET STAND |
| Total CARDMEMBER SERVICE | | | \$144.45 | | |
| Paid Chk# 9920011 | 6/1/2017 | COTTONWOOD SWCD | | | |
| E 101-45204-435 | Tree Purchase | | \$2,505.13 | | TREES-2017 |
| Total COTTONWOOD SWCD | | | \$2,505.13 | | |
| Paid Chk# 9920012 | 6/1/2017 | DENNIS HULZEBOS | | | |
| E 101-45186-400 | Janitor-Repairs/Maint | | \$250.00 | | JUNE MAINT AT SR CTR |
| E 211-45500-400 | Janitor-Repairs/Maint | | \$345.00 | | JUNE MAINT AT LIBRARY |
| Total DENNIS HULZEBOS | | | \$595.00 | | |
| Paid Chk# 9920013 | 6/1/2017 | DINN BROTHERS | | | |
| E 231-42154-430 | Miscellaneous | | \$100.50 | 39308-4 | AMB-PLAQUE FOR WENDY VOSHAGE |
| Total DINN BROTHERS | | | \$100.50 | | |
| Paid Chk# 9920014 | 6/1/2017 | DOUG BRISTOL | | | |
| E 101-42100-430 | Miscellaneous | | \$10.80 | 5/24/17 | MILEAGE TO COURT |
| E 101-42100-308 | Training & Instruction | | \$15.84 | 5/7/17 | CLAMPS FOR PD TARGET STANDS |
| Total DOUG BRISTOL | | | \$26.64 | | |
| Paid Chk# 9920015 | 6/1/2017 | DUERKSEN ELECTRIC INC. | | | |
| E 101-45183-520 | Buildings and Structures | | \$1,722.45 | | LABOR & MATERIALS TO WIRE MDTV TOWER & ADD YARD LIGHT AT CAMPGROUND |
| Total DUERKSEN ELECTRIC INC. | | | \$1,722.45 | | |
| Paid Chk# 9920016 | 6/1/2017 | FARM & HOME PUBLISHERS | | | |
| E 231-42154-430 | Miscellaneous | | \$107.60 | | AMB-WATONWAN COUNTY PLAT BOOKS |
| Total FARM & HOME PUBLISHERS | | | \$107.60 | | |

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May 2017 to June 2017

| Paid Chk# | Date | Vendor | Check Amt | Invoice | Comment |
|--|-------------------------------|--------|-------------------|------------|--|
| Paid Chk# 9920017 6/1/2017 FRONTIER | | | | | |
| E 101-41400-321 | Telephone | | \$166.94 | | CITY HALL PHONE-427-2999 |
| E 101-42100-321 | Telephone | | \$209.09 | | POLICE DEPT PHONE-427-3403 |
| E 101-43100-321 | Telephone | | \$64.99 | | STREET DEPT PHONE-427-2997 |
| E 101-45186-321 | Telephone | | \$61.75 | | SR CTR PHONE-427-2151 |
| E 205-46500-321 | Telephone | | \$37.50 | | EDA PORTION OF DSL & 427-2999 |
| E 101-00000-430 | Miscellaneous | | \$87.84 | | UT-PHONE |
| Total FRONTIER | | | \$628.11 | | |
| Paid Chk# 9920018 6/1/2017 GREATAMERICA FINANCIAL SVCS | | | | | |
| E 101-00000-430 | Miscellaneous | | \$8.43 | 20672557 | CHAMBER-MONTHLY COLOR COPY MACHINE LEASE |
| E 101-41400-200 | Office Supplies | | \$26.35 | 20672557 | OFFICE-MONTHLY COLOR COPY MACHINE LEASE |
| E 101-42100-200 | Office Supplies | | \$8.78 | 20672557 | PD-MONTHLY COLOR COPY MACHINE LEASE |
| E 101-00000-430 | Miscellaneous | | \$91.31 | 20672557 | UT-MONTHLY COLOR COPY MACHINE LEASE |
| E 205-46500-200 | Office Supplies | | \$5.62 | 20672557 | EDA-MONTHLY COLOR COPY MACHINE LEASE |
| Total GREATAMERICA FINANCIAL SVCS | | | \$140.49 | | |
| Paid Chk# 9920019 6/1/2017 HEIMAN FIRE EQUIPMENT--USE THI | | | | | |
| E 221-42200-404 | Repairs/Maint Machinery/Equip | | \$127.52 | 0858140-IN | FD--4 PAIR LITEX GLOVES |
| Total HEIMAN FIRE EQUIPMENT--USE THI | | | \$127.52 | | |
| Paid Chk# 9920020 6/1/2017 INDOFF INCORPORATED | | | | | |
| E 101-42100-200 | Office Supplies | | \$475.79 | 2948451 | FILE CABINET FOR POLICE DEPT |
| Total INDOFF INCORPORATED | | | \$475.79 | | |
| Paid Chk# 9920021 6/1/2017 JOHN YSKER | | | | | |
| E 101-43240-111 | Contract | | \$250.00 | | JUNE DUMP SALARY |
| Total JOHN YSKER | | | \$250.00 | | |
| Paid Chk# 9920022 6/1/2017 KEEPRS, INC | | | | | |
| E 101-42100-205 | Uniforms | | \$775.00 | 340089 | VEST FOR EMILY |
| E 101-42100-205 | Uniforms | | \$203.00 | 340089 | UNIFORMS FOR EMILY |
| E 101-42100-205 | Uniforms | | \$89.98 | 340097-01 | UNIFORM SHIRTS FOR EMILY |
| Total KEEPRS, INC | | | \$1,067.98 | | |
| Paid Chk# 9920023 6/1/2017 MCFOA | | | | | |
| E 101-41400-433 | Dues and Subscriptions | | \$40.00 | | MCFOA MEMBERSHIP-W.MEYER 7-17 TO 6-18 |
| Total MCFOA | | | \$40.00 | | |
| Paid Chk# 9920024 6/1/2017 MINNESOTA ENERGY RESOURCE CORP | | | | | |
| E 101-41400-383 | Gas Utilities | | \$68.86 | | CITY HALL GAS-ACCT#4346780-2 |
| E 221-42200-383 | Gas Utilities | | \$46.09 | | FIRE DEPT PORTION OF FIREHALL GAS-ACCT#4296165-6 |
| E 231-42154-383 | Gas Utilities | | \$22.70 | | AMB PORTION OF FIREHALL GAS-ACCT#4296165-6 |
| E 101-43100-383 | Gas Utilities | | \$48.37 | | STREET GARAGE GAS-ACCT#4092120-7 |
| E 211-45500-383 | Gas Utilities | | \$39.12 | | LIBRARY GAS-ACCT#4134278-3 |
| E 101-45186-383 | Gas Utilities | | \$23.05 | | SR CTR GAS-ACCT#4010846-6 |
| al MINNESOTA ENERGY RESOURCE CORP | | | \$248.19 | | |
| Paid Chk# 9920025 6/1/2017 MINNESOTA MUTUAL LIFE | | | | | |
| E 101-42100-135 | Employer Paid Other | | \$1.70 | | JUNE BRIAN LUNZ LIFE INSURANCE |
| E 101-42100-134 | Employer Paid Life | | \$6.80 | | JUNE LIFE INS-POLICE DEPT |
| E 211-45500-134 | Employer Paid Life | | \$1.70 | | JUNE LIFE INS-LIBRARY |
| E 101-43100-134 | Employer Paid Life | | \$3.06 | | JUNE LIFE INS-ST DEPT |
| E 101-41400-134 | Employer Paid Life | | \$3.40 | | JUNE LIFE INS-OFFICE |
| E 101-45200-134 | Employer Paid Life | | \$1.02 | | JUNE LIFE INS-PARKS DEPT |

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May 2017 to June 2017

| | | | Check Amt | Invoice | Comment |
|--------------------------------------|-------------------------------|----------|--------------------------------|----------|---|
| E 101-46200-134 | Employer Paid Life | | \$1.02 | | JUNE LIFE INS-CEMETERY |
| E 205-46500-134 | Employer Paid Life | | \$1.70 | | JUNE LIFE INS-EDA ROB ANDERSON |
| G 101-21706 | Hospitalization/Medical Ins | | \$25.30 | | JUNE LIFE INS-ROBB ANDERSON |
| G 101-21706 | Hospitalization/Medical Ins | | \$10.90 | | JUNE LIFE INS-DARON FRIESEN |
| G 101-21706 | Hospitalization/Medical Ins | | \$12.00 | | JUNE LIFE INS-STEVE PETERS |
| Total MINNESOTA MUTUAL LIFE | | | \$68.60 | | |
| <hr/> | | | | | |
| Paid Chk# | 9920026 | 6/1/2017 | MUNICIPAL UTILITIES | | |
| E 101-45200-380 | Elec,Water,Sewer | | \$16.80 | | LAWCON PARK |
| E 101-41400-380 | Elec,Water,Sewer | | \$260.83 | | CITY HALL UT |
| E 101-45200-380 | Elec,Water,Sewer | | \$113.66 | | CITY PARK RESTROOMS UT |
| E 101-45186-380 | Elec,Water,Sewer | | \$307.38 | | SR CTR UT |
| E 101-43100-380 | Elec,Water,Sewer | | \$210.61 | | ST DEPT UT |
| E 221-42200-380 | Elec,Water,Sewer | | \$142.40 | | FIRE DEPT PORTION OF FIREHALL UT |
| E 231-42154-380 | Elec,Water,Sewer | | \$70.14 | | AMB PORTION OF FIREHALL UT |
| E 211-45500-380 | Elec,Water,Sewer | | \$258.53 | | LIBRARY UT |
| E 607-46330-380 | Elec,Water,Sewer | | \$6.42 | | 4-PLEX PORTION OF ST LITE ON HERITAGE DRIVE |
| E 608-46330-380 | Elec,Water,Sewer | | \$12.46 | | 8-PLEX PORTION OF ST LITE ON HERITAGE DRIVE |
| E 101-45200-380 | Elec,Water,Sewer | | \$16.24 | | UT AT CITY PARK SHELTERHOUSE |
| Total MUNICIPAL UTILITIES | | | \$1,415.47 | | |
| <hr/> | | | | | |
| Paid Chk# | 9920027 | 6/1/2017 | MUSKE, MUSKE, SURHOFF | | |
| E 101-41400-304 | Legal Fees | | \$1,400.00 | | JUNE LEGAL RETAINER |
| Total MUSKE, MUSKE, SURHOFF | | | \$1,400.00 | | |
| <hr/> | | | | | |
| Paid Chk# | 9920028 | 6/1/2017 | PRAXAIR | | |
| E 231-42154-210 | Operating Supplies | | \$122.98 | 77363369 | OXYGEN FOR AMBULANCE |
| E 231-42154-210 | Operating Supplies | | \$82.63 | 77435035 | OXYGEN FOR AMBULANCE |
| Total PRAXAIR | | | \$205.61 | | |
| <hr/> | | | | | |
| Paid Chk# | 9920029 | 6/1/2017 | SANFORD HEALTH | | |
| E 221-42200-430 | Miscellaneous | | \$149.00 | 4/18/17 | FD-M.SCHROEDER PHYSICAL |
| Total SANFORD HEALTH | | | \$149.00 | | |
| <hr/> | | | | | |
| Paid Chk# | 9920030 | 6/1/2017 | THIRD AVENUE AUTO PARTS | | |
| E 101-45200-404 | Repairs/Maint Machinery/Equip | | (\$4.42) | | CREDIT |
| E 101-45200-404 | Repairs/Maint Machinery/Equip | | \$45.99 | S160523 | 12V-MOWER #1 |
| E 101-43100-404 | Repairs/Maint Machinery/Equip | | \$46.90 | S160659 | OIL FILTER FOR BLADE |
| E 101-45200-404 | Repairs/Maint Machinery/Equip | | \$16.64 | S160704 | PARKS-2 CYCLE OIL, MINI-LAMP |
| E 101-45200-404 | Repairs/Maint Machinery/Equip | | \$12.57 | S160759 | LINE FOR WEEDWHIPER |
| E 507-45150-404 | Repairs/Maint Machinery/Equip | | \$16.30 | S160842 | FUEL FILTER FOR WEEDHARVESTOR |
| Total THIRD AVENUE AUTO PARTS | | | \$133.98 | | |
| <hr/> | | | | | |
| Paid Chk# | 9920031 | 6/1/2017 | TITAN PRO | | |
| E 101-45200-402 | Repairs/Maint- Ground | | \$286.26 | 26924 | 24D, GLYPHOSATE FOR PARKS |
| E 101-45200-402 | Repairs/Maint- Ground | | \$28.38 | 26926 | MILLENIUM ULTRA |
| Total TITAN PRO | | | \$314.64 | | |
| <hr/> | | | | | |
| Paid Chk# | 9920032 | 6/1/2017 | VERIZON | | |
| E 101-42100-321 | Telephone | | \$9.05 | | POLICE CELL PHONE |
| E 231-42154-321 | Telephone | | \$9.05 | | 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 |
| Total VERIZON | | | \$123.13 | | |

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***Check Detail Register©**

May 2017 to June 2017

| | Check Amt | Invoice | Comment |
|---|--------------|---------|-------------------|
| Paid Chk# 9920033 6/1/2017 ZINNIEL TREE SERVICE | | | |
| E 101-45204-407 Tree Removals | \$7,675.00 | | 2017 TREE REMOVAL |
| Total ZINNIEL TREE SERVICE | \$7,675.00 | | |
| 10100 United Prairie | \$141,946.83 | | |

Fund Summary

| 10100 United Prairie | |
|------------------------------------|--------------|
| 101 GENERAL FUND | \$110,255.05 |
| 205 ECONOMIC DEVELOPMENT AUTHORITY | \$192.85 |
| 211 LIBRARY FUND | \$2,223.43 |
| 221 FIRE DEPT FUND | \$3,007.64 |
| 230 REVOLVING LOAN FUND | \$1,478.00 |
| 231 AMBULANCE FUND | \$3,432.68 |
| 235 SW HOUSING GRANT | \$833.00 |
| 240 PROTIENT--DTED LOAN | \$610.00 |
| 303 TIF #1-5 POPD KERNS | \$3,548.00 |
| 341 T.I.F.# 1-6 MT POWER | \$5,218.00 |
| 507 LAKE COMMISSION FUND | \$320.30 |
| 607 EDA----4 PLEX FUND | \$2,737.20 |
| 608 EDA----8 PLEX FUND | \$5,467.68 |
| 609 EDA-- MASON MANOR | \$2,623.00 |
| | \$141,946.83 |

| | | | |
|---|---------|--|---------|
| Paid Chk# 000486E 5/31/2017 UNITED PRAIRIE BANK | | | |
| E 101-41400-430 Miscellaneous | \$27.50 | | ACH FEE |
| Total UNITED PRAIRIE BANK | \$27.50 | | |

6

DRAFT
Regular Council Meeting
Mountain Lake City Hall
Monday, May 15, 2017
7 p.m.

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

Members Absent: None

Staff Present: Wendy Meyer, Clerk/Administrator; Maryellen Suhrhoff, City Attorney, Muske, Muske, and Suhrhoff; Rob Anderson and Marva Ott, Mt. Lake EDA

Others Present: Andy Kehren, Bolton and Menk, City Engineer, Dean Janzen, Chad Petersen, Cheryl Hiebert, Observer/Advocate

Call to Order

The meeting was called to order by Mayor Nelson at 7P.M. Motion by Kass, seconded by Kruser, to adopt the agenda and approve the consent agenda as presented. Motion carried unanimously.

Bills: Check #'s 9919936 – 991987

April May 1 and May 4 Council Minutes

April 12 Library Board Minutes, March Library Report, and March Library Expenditures

April 10 Planning and Zoning Commission Minutes

April 14 EDA Minutes

April 10 Lake Commission Minutes

April 13 Utility Commission Minutes

Resolution #11-17 Attachment of Unpaid Utility Bills

Resolution #14-17 Accepting Gift of \$15,000 from Mt. Lake Fire Relief Association

Rescind appointment of V. Voelker to Lake Commission

Appoint Jason Honkomp to Lake Commission

Approve Cottonwood County Aquatic Invasive Species Grant Application

Public

No one present addressed the council during this portion of the meeting.

EDA/Chamber Staffing, Rob Anderson and Marva Ott

At the May 1 council meeting moving most of the Chamber responsibilities to the new EDA Assistant was discussed. This would allow Anderson more time to market the Mt. Lake Commercial Park. The City of Mt. Lake is unique in that few if any cities have a combined Chamber and EDA department. The pairing has worked well. The two positions are currently split 25% Chamber and 75% EDA. The job duties of Anderson and Ott were discussed. Other suggestions on staffing the department and dividing the work were made and discussed. No action was taken. There have been two applications for the Assistant position that will be open July 1 with the retirement of Ott. Application cut-off date was May 11; the administrator and Anderson have decided to continue accepting applications until a suitable candidate is found.

Mt. Lake Commercial Park Improvement

The EDA has petitioned the city for improvements abutting Mountain Lake Road from 7th Street to 300 feet to the west, proposed 7th Street between Mountain Lake Road and proposed Cottonwood Road, and proposed Cottonwood County between 3rd Avenue (CSAH #27) and proposed 7th St. Motion by Ysker, seconded by Savage, to adopt Resolution #12-17 Declaring Adequacy of the Petition and Ordering Preparation of the Report. Motion carried.

Andy Kehren, Bolton and Menk, city engineer, presented the preliminary engineering report. The improvements: streets, curb and gutter, sanitary sewer, storm sewer, water, and site grading, were reviewed and discussed. Projected cost of the project, cost per acre and cost per lot were also discussed. Motion by Savage, seconded by Ysker, to adopt Resolution #13-17 Receiving the Report and Calling Hearing on Improvement. Motion carried.

Ordinance #5 Rural Service District Amendment

The additions to the Rural Service District were briefly reviewed. Motion by Savage, seconded by Ysker, to hold the required public hearing on July 10. Motion carried unanimously.

Video/Audio Broadcasting/Rebroadcasting Council Meeting and Individual Council Member Facebook Pages

By consensus it was agreed to broadcast a city council meeting via Facebook and to continue if there is sufficient interest. City staff will create a Facebook page for this purpose and the meeting to be broadcast will be determined at a future council meeting.

Resignation of Patrick Oja, Lineman, Utilities

Motion by Kass, seconded by Kruser, to accept the resignation, and thank Pat for his years of service. Motion carried.

AFSCME Contract discussion

The language in the section Temporary Performance of Electric Department Duties was overlooked during mediation. The section revision as adopted by the council is not acceptable to

the local union. They are proposing alternate language. Motion by Kruser, seconded by Ysker, to not accept the revision. Motion carried unanimously. Current utility wages and the city's ability to hire employees were discussed.

Non-Union Wages

Wages of neighboring communities or those of approximately the same population as Mt. Lake for non-union employees were discussed and a hand-out reviewed. The council will review the information individually and in more depth prior to the next council meeting.

Request for Proposals for City Attorney

Language addressing the needs of the Police Department and Economic Development still needs to be added to the document. Once those items are added the administrator will send the document to the League for their review and comment.

Report from Mt. Lake School Board Meeting

Chad Pederson briefly discussed the status of the building project.

Memo from Ambulance Department

The ambulance department recently purchased a Panasonic Tough Book to replace the paper run sheets for one of its two ambulances.

Dust Control Update

The council agreed to reduce the width of application to 13 ft. on First Ave. N. from Co. Rd. #1 to 7th St. and to dust coat Castle Dr. to a width of 13ft.

Zoning Issue, PIN 22.413.0030

A contractor hired to provide concrete for the Hwy. 60 project work wants to temporarily locate their plant on the property. The site is zoned general commercial and butts up against the north side of the railroad tracks. There no homes close to the proposed location. Motion by Ysker, seconded by Kruser, to allow the concrete plant to temporarily locate on the property. Motion carried.

Capital Improvement Plan Planning Session

The session was tentatively set for Tuesday June 13 from 5 to 8 PM.

Adjourn

The meeting was adjourned at 9:25 PM.

ATTEST:

Wendy Meyer, Clerk/Administrator

City of Mountain Lake
Planning and Zoning Commission
Monday, May 1, 2017
5:30 PM
City Hall

Members Present: Bryan Bargen, Sharron Hanson, Dean Janzen, Doug Regehr, Nik Strom, Tim Swoboda, Andy Ysker, Council Liaison

Members Absent: None

Staff Present: Wendy Meyer, Clerk/Administrator

Others Present: Council Members Dana Kass and Darla Kruser

Call to Order

Bargen called the meeting to order at 5:30 PM.

Agenda and Minutes

There were no additions to the agenda. Motion by Janzen, seconded by Regehr, to approve the April 10 minutes. Motion carried unanimously.

Preliminary Plat

The preliminary plat of the Mt. Lake Commercial Park Subdivision was reviewed. It was determined that the plat contain the data required by Mt. Lake Code, Section 10.10, Subd. 3., Paragraph B. Motion by Strom, seconded by Janzen, to hold the preliminary plat public hearing as required by Section 10.10, Subd. 3, Paragraph A, Number 3, Monday, May 22 at 5:30PM at Mt. Lake City Hall. Motion carried unanimously.

Draft Ordinance Section 9.25

Information in the packet regarding the ordinance was reviewed and discussed. Lot size was discussed in depth. Motion by Janzen, seconded by Regehr, to set the minimum lot size at 20,000 sq. ft. Motion carried unanimously. Minimum lot width and depth, and front, side, and rear yard setbacks were also discussed at length. Motion by Regehr, seconded by Janzen, to set the minimum lot width at 100 ft., minimum lot depth at 100 ft., front yard setback at 25 ft., side yard setback at 10 ft. and rear yard setback at 25 ft. Motion carried unanimously.

Adjourn/Next Meeting

The meeting was recessed at 6:25 PM because the city council meeting was scheduled to begin in the council chambers where the commission was meeting at 6:30. The meeting was continued to Monday, May 15, 5:30 PM. The Commission will meet 5:30 PM Monday, May 22.

May 15, 2017

The meeting was not reconvened due to lack of quorum.

ATTEST:

Wendy Meyer, Clerk/Administrator

Doug Bristol

From:
Sent: Thursday, May 11, 2017 6:41 AM
To: dbristol@mountainlakemn.com

Police Commission Minutes
April 11th, 2017

Present : Dana K., Brian L., Wendy M., Doug B., Chuck W., Sue G., Norm K.

Zuercher Report : 125 calls

Ryan Hillesheim has started working.

The new squad car was discussed. Approximate cost will be \$40,338. There was a motion by Chuck, & a second by Brian to go to the City Council with the proposal. Hopefully we will have delivery by the 1st of July.

Unkept yards were discussed.

Will's driving was discussed again.

Adjourn Chuck 2nd Sue

Respectfully submitted
Norm Kunkel

Mountain Lake City

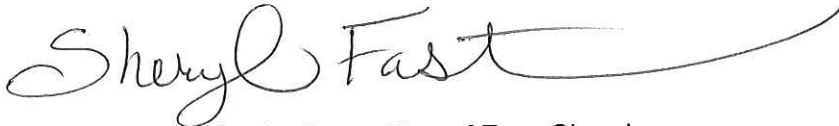
Vacation Bible School 2017 Four Churches

- Bethel Mennonite (Sara Nickel) and (Kelli Nickel)
- Lakeview Gospel (Sheryl Fast)
- Cornerstone (Shirleen Allen)
- Community Bible (Lynette Ewert)

Host Church-- Bethel Mennonite June 25-29, 2017

We are asking for the block from 3rd Ave. to 4th Ave. on 9th Street, be closed for the week of Bible School so that we can use it for activities, and safe crossing from the church to the city park. Please consider allowing us to block it off for the evening session. 5:00 - 9:00 p.m. Supper is served to the community children at 5:30 p.m. and worship and activities end about 8:30 p.m. This allows time before and after and promotes safety and convenience.

Thank you!

A handwritten signature in cursive script that reads "Sheryl Fast". The signature is written in black ink and has a long, sweeping underline that extends to the right.

Sheryl Fast for the Committee of Four Churches



Drawer C
Mountain Lake, Minnesota 56159
(507) 427-2999 • Fax (507) 427-3327

May 24, 2017

City of Mountain Lake
930 3rd Ave.
PO Box C
Mountain Lake, MN 56159

NOTICE OF HEARING ON IMPROVEMENT
CITY OF MOUNTAIN LAKE, MINNESOTA

Parcel No.: 120040502

Legal Description of the Property: PARCEL #10 - DOT R/W PLAT #17-6 10.78 (NW1/4 NW1/4)

Dear City of Mountain Lake:

Notice is hereby given that the City Council of Mountain Lake will meet in the Council's Chambers at City Hall, 930 3rd Avenue, at 7:00 p.m. on June 5, 2017, to consider the making of an improvement on:

- Mountain Lake Road west of 7th Street.
- 7th Street between Mountain Lake Road and Cottonwood Road.
- Cottonwood Road between CSAH 27 and 7th Street.

pursuant of Minn. Stat. §§ 429.011 to 429.111. The proposed improvements include but are not limited to street surfacing, watermain, water services, sanitary sewer, sanitary sewer services, storm sewer, curb & gutter and storm water management. A portion of the cost for the proposed improvements is proposed to be assessed to the adjacent benefitting properties. The estimated cost of the improvement is \$1,800,400. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Wendy Meyer
City Administrator

DRAFT

City of Mountain Lake, Minnesota

Resolution #¹⁵~~14~~-17

Resolution Ordering Improvement and Advertisement of Bids

WHEREAS, a resolution of the city council adopted the 15th day of May, 2017 fixed a date for a council hearing on the proposed 2017-2018 Mountain Lake Commercial Park Improvement. The Improvement includes:

- Mountain Lake Road from 7th Street to 300 feet to the west;
- Proposed 7th Street between Mountain Lake Road and Proposed Cottonwood Road;
- Proposed Cottonwood Road between 3rd Avenue (CSAH 27) and Proposed 7th Street;

affecting real property legally described on attached Schedule A.

WHEREAS, a ten day mailed notice and a two week published notice of the hearing was given, and the hearing was held on the 5th day of June, 2017 at which all persons desiring to be heard were given an opportunity to be heard.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MOUNTAIN LAKE, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 15th day of May 2017.
3. Plans and specifications prepared by Bolton and Menk, engineer for such improvement pursuant to council resolution, a copy of which plans and specifications is attached hereto and made a part hereof, are hereby approved and shall be filed with the city clerk.
4. The city clerk shall prepare and cause to be inserted in the official paper and in such other publications as determined by Bolton & Menk an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for a minimum of three weeks, shall specify the work to be done, and shall state that bids will be received by the clerk until ____ a.m./p.m. on Thursday, July 6 at which time they will be publicly opened in the council chamber of the city hall by the clerk and engineer, will then be tabulated and will be considered by the council at 7 p.m. on Monday, July 10, 2017 in the council chambers of the cityhall, 930 Third Ave., Mt. Lake, MN.

15

5. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds.

Adopted by the council this 5th day of June, 2017.

Mike Nelson, Mayor

Wendy Meyer, Clerk/Administrator

West Mountain Lake Road Industrial Development Area - Alternative Roadway Layout
Preliminary Project Cost Estimate - 44' Roadway

Mountain Lake, Minnesota

February 15, 2017

Filename: H:\MTL\KVS141125753_Design\A_Calculations\Mountain Lake Road_Quant_Alternative.xls\Mt Lake Road Development (44')

| Item No. | Item Description | Unit | Estimated Unit Price | Mountain Lake Road | | | |
|-----------------------------|---|-------------|----------------------|----------------------|---------------------|--------------------|---------------------|
| | | | | Utilities and Gravel | | Curb and Pavement | |
| | | | | Estimated Quantity | Estimated Cost | Estimated Quantity | Estimated Cost |
| SURFACE IMPROVEMENTS | | | | | | | |
| 1 | Mobilization & Traffic Control | Lump Sum | \$100,000.00 | 0.70 | \$70,000.00 | 0.30 | \$30,000.00 |
| 2 | Clear & Grub Trees | Lump Sum | \$3,000.00 | | \$0.00 | | \$0.00 |
| 3 | Remove Curb and Gutter | Linear Foot | \$4.00 | 40 | \$160.00 | | \$0.00 |
| 4 | Common Excavation (P) (17.5") | Cubic Yard | \$6.00 | 11,600 | \$69,600.00 | | \$0.00 |
| 5 | Subgrade Excavation (EV) (6") | Cubic Yard | \$6.00 | 1,200 | \$7,200.00 | | \$0.00 |
| 6 | Subgrade Correction (C.V.) (6") | Cubic Yard | \$15.00 | 1,200 | \$18,000.00 | | \$0.00 |
| 7 | Geotextile Fabric, Type V (100%) | Square Yard | \$1.50 | 10,100 | \$15,150.00 | | \$0.00 |
| 8 | Common Laborers | Hour | \$70.00 | 20 | \$1,400.00 | | \$0.00 |
| 9 | 3 Cu Yd Shovel | Hour | \$175.00 | 10 | \$1,750.00 | | \$0.00 |
| 10 | Dozer/Blade | Hour | \$130.00 | 10 | \$1,300.00 | 30 | \$3,900.00 |
| 11 | 10 Cu Yd Truck | Hour | \$90.00 | 10 | \$900.00 | | \$0.00 |
| 12 | 4.0 Cu Yd Front End Loader | Hour | \$140.00 | 10 | \$1,400.00 | | \$0.00 |
| 13 | 1/2 Cu Yd Skid Loader | Hour | \$100.00 | 10 | \$1,000.00 | | \$0.00 |
| 14 | Aggregate Base, Class 3 (12") | Ton | \$14.00 | 7,700 | \$107,800.00 | | \$0.00 |
| 15 | Aggregate Base, Class 5 (6") | Ton | \$17.00 | 3,900 | \$66,300.00 | 240 | \$4,080.00 |
| 16 | Type SP 9.5 Wearing Course Mixture (2") | Ton | \$75.00 | | \$0.00 | 1,200 | \$90,000.00 |
| 17 | Type SP 12.5 Non-Wearing Course Mixture (3") | Ton | \$70.00 | | \$0.00 | 1,800 | \$126,000.00 |
| 18 | Concrete Curb and Gutter, Design B618 | Linear Foot | \$12.00 | | \$0.00 | 4,200 | \$50,400.00 |
| 19 | 4"-10" Tile Repair | Linear Foot | \$20.00 | 100 | \$2,000.00 | | \$0.00 |
| 20 | 4" Perforated Pipe Edge Drain | Linear Foot | \$7.00 | 4,200 | \$29,400.00 | | \$0.00 |
| 21 | 4" PVC Sump Drain Line Services | Each | \$200.00 | 0 | \$0.00 | | \$0.00 |
| 22 | Inlet Protection | Each | \$100.00 | 10 | \$1,000.00 | | \$0.00 |
| 23 | Silt Fence | Linear Foot | \$5.00 | 4,200 | \$21,000.00 | | \$0.00 |
| 24 | Filter Log Type Straw Bioroll | Linear Foot | \$3.50 | 2,100 | \$7,350.00 | | \$0.00 |
| 25 | Erosion Control Blanket, Category 0 | Square Yard | \$4.00 | 1,000 | \$4,000.00 | | \$0.00 |
| 26 | Temporary Seeding | Acre | \$800.00 | 10.0 | \$8,000.00 | 1.0 | \$800.00 |
| 27 | Permanent Seeding | Acre | \$1,500.00 | 10.0 | \$15,000.00 | 1.0 | \$1,500.00 |
| | Sub-Total, Surface Improvements | | | | \$449,710.00 | | \$306,680.00 |
| STORM SEWER | | | | | | | |
| 28 | Construct Water Quality Pond and Site Grading | Cubic Yard | \$4.00 | 40,000 | \$160,000.00 | | \$0.00 |
| 29 | Pond Control Structure | Lump Sum | \$15,000.00 | 1 | \$15,000.00 | | \$0.00 |
| 30 | Pond Underdrain System | Linear Foot | \$10.00 | 0 | \$0.00 | | \$0.00 |
| 31 | 12" RC Pipe Sewer Class V | Linear Foot | \$28.00 | 200 | \$5,600.00 | | \$0.00 |
| 32 | 15" RC Pipe Sewer Class V | Linear Foot | \$30.00 | 500 | \$15,000.00 | | \$0.00 |
| 33 | 18" RC Pipe Sewer Class III | Linear Foot | \$32.00 | 1,100 | \$35,200.00 | | \$0.00 |
| 34 | 24" RC Pipe Sewer Class III | Linear Foot | \$35.00 | 400 | \$14,000.00 | | \$0.00 |
| 35 | 18" RC Apron | Each | \$550.00 | | \$0.00 | | \$0.00 |
| 36 | 24" RC Apron | Each | \$650.00 | 1 | \$650.00 | | \$0.00 |
| 37 | Construct Drainage Structure, Design R-1 | Linear Foot | \$235.00 | 28.0 | \$6,580.00 | | \$0.00 |
| 38 | Construct Drainage Structure, Design 48-4020 | Linear Foot | \$300.00 | 40.0 | \$12,000.00 | | \$0.00 |
| 39 | Casting Assembly - Storm | Each | \$650.00 | 12 | \$7,800.00 | | \$0.00 |
| 40 | Random Riprap | Cubic Yard | \$50.00 | 10 | \$500.00 | | \$0.00 |

16A

**West Mountain Lake Road Industrial Development Area - Alternative Roadway Layout
Preliminary Project Cost Estimate - 44' Roadway**

Mountain Lake, Minnesota

February 15, 2017

Filename: H:\MTLKS141125793_Design\A_Calculations\Mountain Lake Road_Quant_Alternative.xls\Mt Lake Road Development (44')

| Item No. | Item Description | Unit | Estimated Unit Price | Mountain Lake Road | | | |
|----------|--|-------------|----------------------|----------------------|-----------------------|--------------------|-----------------------|
| | | | | Utilities and Gravel | | Curb and Pavement | |
| | | | | Estimated Quantity | Estimated Cost | Estimated Quantity | Estimated Cost |
| | Sub-Total Storm Sewer | | | | \$272,330.00 | | \$0.00 |
| | SANITARY SEWER SYSTEM | | | | | | |
| 41 | Connect to Existing Manhole | Each | \$2,500.00 | 1 | \$2,500.00 | | \$0.00 |
| 42 | 8" PVC Pipe Sewer, SDR 35 | Linear Foot | \$30.00 | 3,180 | \$95,400.00 | | \$0.00 |
| 43 | 6" PVC Sanitary Sewer Service, SDR 26 | Linear Foot | \$25.00 | 360 | \$9,000.00 | | \$0.00 |
| 44 | 8"x6" PVC Wye Branch, SDR 26 | Each | \$250.00 | 9 | \$2,250.00 | | \$0.00 |
| 45 | Casing Under Rail Road | Linear Foot | \$230.00 | 120 | \$27,600.00 | | \$0.00 |
| 46 | Construct Drainage Structure, Design 4007 | Linear Foot | \$250.00 | 135 | \$33,750.00 | | \$0.00 |
| 47 | Casting Assembly - Sanitary | Each | \$650.00 | 11 | \$7,150.00 | | \$0.00 |
| | Sub-Total Sanitary Sewer | | | | \$177,650.00 | | \$0.00 |
| | WATER SYSTEM | | | | | | |
| 48 | 6" PVC C900 Watermain | Linear Foot | \$25.00 | 120 | \$3,000.00 | | \$0.00 |
| 49 | 8" PVC C900 Watermain | Linear Foot | \$30.00 | 2,150 | \$64,500.00 | | \$0.00 |
| 50 | 6" Gate Valve & Box | Each | \$1,300.00 | 6 | \$7,800.00 | | \$0.00 |
| 51 | 8" Gate Valve & Box | Each | \$1,600.00 | 4 | \$6,400.00 | | \$0.00 |
| 52 | Hydrant (8' Bury) | Each | \$3,800.00 | 6 | \$22,800.00 | | \$0.00 |
| 53 | Watermain Fittings (SBDI) | Pound | \$7.00 | 900 | \$6,300.00 | | \$0.00 |
| 54 | 2" Corporation Stop & Saddle | Each | \$350.00 | 9 | \$3,150.00 | | \$0.00 |
| 55 | 2" Curb Stop & Box | Each | \$350.00 | 9 | \$3,150.00 | | \$0.00 |
| 56 | 2" Water Service | Linear Foot | \$20.00 | 360 | \$7,200.00 | | \$0.00 |
| 57 | Adjust Gave Valve Box | Each | \$300.00 | | \$0.00 | | \$0.00 |
| | Sub-Total Water System | | | | \$124,300.00 | | \$0.00 |
| | Subtotal Estimated Construction Costs | | | | \$1,023,990.00 | | \$306,680.00 |
| | 10% Contingency | | | | \$102,399.00 | | \$30,668.00 |
| | Total Estimated Construction Costs | | | | \$1,126,389.00 | | \$337,348.00 |
| | Preliminary, Design and Construction Engineering (16%) | | | | \$180,220.00 | | \$53,980.00 |
| | Legal, Interim Financing, Platting, Permits & Fees, Misc. (7%) | | | | \$78,850.00 | | \$23,610.00 |
| | Subtotal Estimated Project Cost for Mountain Lake Road | | | | \$1,385,459.00 | | \$414,938.00 |
| | Total Estimated Project Cost for Mountain Lake Road | | | | | | \$1,800,397.00 |

Number of Lots **8**
Cost Per Lot - Excluding Land **\$225,049.63**

Lot Area **24.8 Acres**
Cost Per Lot Acre - Excluding Land **\$72,596.65 per Acre**

16B

Special Assessment Policy

| IMPROVEMENT | NEW CONSTRUCTION ASSESSMENT RATE | RECONSTRUCTION ASSESSMENT RATE | REMARKS |
|----------------------------------|----------------------------------|--------------------------------|---------|
| Seal Coat | NA | 0% | |
| Bituminous Overlay | NA | 50% | |
| Alleys (Bituminous) | 100% | 50% | 5 |
| Street Surface | 100% | 50% Front Lot 25% Side Lot | 1 |
| Concrete Curb & Gutter | 100% | 100% | 1,2 |
| Driveway Approach & Service Walk | 100% | 100% | 1,3 |
| Boulevard Walk | 100% | 100% | 4 |
| Storm Sewer | 100% | 0% | |
| Sanitary Main | 100% | 0% | |
| Sanitary Service | 100% | 0% | |
| Water Main | 100% | 0% | |
| Water Service | 100% | 0% | |
| Street Landscaping | 100% | Project Specific | |
| Electrical Service | 0% | 0% | |
| Street Lighting | 0% | 0% | |

Remarks:

1. When the improvement includes full removal and reconstruction of the street surfacing, sidewalk, driveway, and curb and gutter removals shall be considered a part of the street surfacing cost. When the improvements primarily involves the spot removal and repair of the sidewalk, driveway, and curb and gutter with minimal street surfacing construction, then the removal of the existing sidewalk, driveway, and curb and gutter shall be assessed.
2. Aggregate driveway approaches generally are included as part of the street cost.
3. Removal costs are included in the assessment.
4. Reconstruction of storm sewer may be assessed under certain circumstances.
5. For assessment purposes, the construction of bituminous pavement on an existing gravel roadway shall be considered "Reconstruction".

16C

Resolution #16-17

City of Mountain Lake, Minnesota

**A Resolution Accepting the Final Plat of
the Mountain Lake Commercial Park Subdivision**

WHEREAS, the City Council and the Planning and Zoning Commission of the City of Mountain Lake has reviewed and accepted the plat for the Mountain Lake Commercial Park Subdivision;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of the City of Mountain Lake, Minnesota as follows:

1. That the final plat of the Mountain Lake Commercial Park Subdivision is hereby approved and;
2. The Mayor and the City Clerk/Administrator are authorized to sign.

Adopted this 5th day of June, 2017.

Mike Nelson, Mayor

Wendy Meyer, Clerk/Administrator

PARTIAL PAY ESTIMATE NO. 1
2017 Sanitary Sewer and Watermain Replacement on CSAH 1
City of Mountain Lake
BMI Project No.: S14.113282

DISTRIBUTION:
 CONTRACTOR (1)
 OWNER (1)
 ENGINEER (1)

Work Completed through May 22, 2017
 H:\MTLKS141132823_Design\[113282 QUANT.xlsx]Partial Pay Est. #1A

| | |
|---|--------------|
| TOTAL, COMPLETED WORK TO DATE..... | \$126,827.10 |
| TOTAL, STORED MATERIALS..... | \$0.00 |
| TOTAL, COMPLETED WORK & STORED MATERIALS..... | \$126,827.10 |
| RETAINED PERCENTAGE (5%)..... | -\$6,341.36 |
| TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)..... | \$0.00 |
| NET AMOUNT DUE TO CONTRACTOR TO DATE..... | \$120,485.74 |
| TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES..... | \$0.00 |
| PAY CONTRACTOR AS ESTIMATE NO. 1 | \$120,485.74 |

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: Holtmeier Construction Inc.
 3301 Third Ave.
 Mankato, MN 56001

By: _____
 Name Title Date

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
 Bolton & Menk, Inc., 1243 Cedar Street NE, P.O. Box 434, Sleepy Eye, MN

By _____, Project Engineer
 Andrew R. Kehren, P.E. Title Date

APPROVED FOR PAYMENT:
 Owner: City of Mountain Lake

By _____
 Name Title Date

And _____
 Name Title Date

PARTIAL PAY ESTIMATE NO. 1

2017 Sanitary Sewer and Watermain Replacement on CSAH 1

City of Mountain Lake

BMI Project No. S14.113282

Work Completed through May 22, 2017

FILENAME: H:\MTL\KIS14113282\G_Design\113282_QUANT.xlsx\Partial Pay Est. #1A

| BID ITEM NO. | ITEM DESCRIPTION | CONTRACT PRICES | | | WORK COMPLETED PREVIOUS ESTIMATE | | | WORK COMPLETED JOB-TO-DATE | | | |
|--------------|--|-----------------|-------|-------------|----------------------------------|------|-------------|----------------------------|-------|-------------|-------------|
| | | UNIT PRICE | QNTY | UNIT | AMOUNT | QNTY | UNIT | AMOUNT | QNTY | UNIT | AMOUNT |
| | | | | | | | | | | | |
| 1 | Mobilization & Traffic Control | \$2,675.00 | 1 | Lump Sum | \$2,675.00 | 0 | Lump Sum | \$0.00 | 0.75 | Lump Sum | \$2,006.25 |
| 2 | Remove Curb and Gutter | \$5.00 | 46 | Linear Foot | \$230.00 | 0 | Linear Foot | \$0.00 | 70 | Linear Foot | \$350.00 |
| 3 | Sawing Bituminous Pavement (Full Depth) | \$3.50 | 218 | Linear Foot | \$763.00 | 0 | Linear Foot | \$0.00 | 204 | Linear Foot | \$714.00 |
| 4 | Salvage Bituminous & Aggregate from Stockpile | \$7.60 | 1,620 | Ton | \$12,312.00 | 0 | Ton | \$0.00 | 637 | Ton | \$4,841.20 |
| 5 | Common Excavation (EV) | \$10.00 | 2,730 | Cubic Yard | \$27,300.00 | 0 | Cubic Yard | \$0.00 | 1,062 | Cubic Yard | \$10,620.00 |
| 6 | Aggregate Base, Class 5 - 12" Depth | \$14.25 | 2,450 | Ton | \$34,912.50 | 0 | Ton | \$0.00 | 0 | Ton | \$0.00 |
| 7 | Geotextile Fabric, Type V | \$1.25 | 3,500 | Square Yard | \$4,375.00 | 0 | Square Yard | \$0.00 | 0 | Square Yard | \$0.00 |
| 8 | Common Laborers | \$85.00 | 10 | Hour | \$850.00 | 0 | Hour | \$0.00 | 3 | Hour | \$255.00 |
| 9 | 3 Cu Yd Shovel | \$200.00 | 5 | Hour | \$1,000.00 | 0 | Hour | \$0.00 | 1 | Hour | \$200.00 |
| 10 | 10 Cu Yd Truck | \$110.00 | 5 | Hour | \$550.00 | 0 | Hour | \$0.00 | 0 | Hour | \$0.00 |
| 11 | 1/2 Cu Yd Skid Loader | \$115.00 | 5 | Hour | \$575.00 | 0 | Hour | \$0.00 | 0 | Hour | \$0.00 |
| 12 | Concrete Curb and Gutter | \$30.00 | 46 | Linear Foot | \$1,380.00 | 0 | Linear Foot | \$0.00 | 0 | Linear Foot | \$0.00 |
| 13 | Silt Fence, Type MS | \$4.00 | 25 | Linear Foot | \$100.00 | 0 | Linear Foot | \$0.00 | 0 | Linear Foot | \$0.00 |
| 14 | Inlet Protection | \$175.00 | 6 | Each | \$1,050.00 | 0 | Each | \$0.00 | 6 | Each | \$1,050.00 |
| 15 | Seeding-Permanent | \$1,000.00 | 1.00 | Lump Sum | \$1,000.00 | 0 | Lump Sum | \$0.00 | 0 | Lump Sum | \$0.00 |
| 16 | Remove Sanitary Manhole | \$250.00 | 3 | Each | \$750.00 | 0 | Each | \$0.00 | 3 | Each | \$750.00 |
| 17 | Connect to Existing Sanitary Sewer Main | \$430.00 | 4 | Each | \$1,720.00 | 0 | Each | \$0.00 | 4 | Each | \$1,720.00 |
| 18 | 6" PVC Sanitary Sewer Service | \$29.65 | 41 | Linear Foot | \$1,215.65 | 0 | Linear Foot | \$0.00 | 42 | Linear Foot | \$1,245.30 |
| 19 | 8" PVC Sanitary Sewer | \$32.30 | 47 | Linear Foot | \$1,518.10 | 0 | Linear Foot | \$0.00 | 47 | Linear Foot | \$1,518.10 |
| 20 | 10" PVC Sanitary Sewer | \$40.90 | 15 | Linear Foot | \$613.50 | 0 | Linear Foot | \$0.00 | 9 | Linear Foot | \$368.10 |
| 21 | 12" PVC Sanitary Sewer | \$38.50 | 709 | Linear Foot | \$27,296.50 | 0 | Linear Foot | \$0.00 | 701 | Linear Foot | \$26,988.50 |
| 22 | Construct Sanitary Sewer Manhole | \$313.00 | 51.9 | Linear Foot | \$16,244.70 | 0 | Linear Foot | \$0.00 | 47.5 | Linear Foot | \$14,867.50 |
| 23 | Coat Interior of Sanitary Sewer Manhole | \$100.00 | 51.9 | Linear Foot | \$5,190.00 | 0 | Linear Foot | \$0.00 | 47.5 | Linear Foot | \$4,750.00 |
| 24 | Construct 8" Outside Drop | \$245.00 | 3.2 | Linear Foot | \$784.00 | 0 | Linear Foot | \$0.00 | 3.2 | Linear Foot | \$784.00 |
| 25 | 12" x 6" Wye Branch | \$326.60 | 1 | Each | \$326.60 | 0 | Each | \$0.00 | 1 | Each | \$326.60 |
| 26 | Salvage and Re-Install Casting Assembly - Sanitary | \$500.00 | 1 | Each | \$500.00 | 0 | Each | \$0.00 | 0.5 | Each | \$250.00 |
| 27 | Casting Assembly - Sanitary | \$800.00 | 3 | Each | \$2,400.00 | 0 | Each | \$0.00 | 0 | Each | \$0.00 |
| 28 | Remove Hydrant Assembly | \$250.00 | 1 | Each | \$250.00 | 0 | Each | \$0.00 | 1 | Each | \$250.00 |
| 29 | 4" PVC Watermain | \$29.75 | 10 | Linear Foot | \$297.50 | 0 | Linear Foot | \$0.00 | 4 | Linear Foot | \$119.00 |
| 30 | 6" PVC Watermain | \$31.65 | 12 | Linear Foot | \$379.80 | 0 | Linear Foot | \$0.00 | 14 | Linear Foot | \$443.10 |

PARTIAL PAY ESTIMATE NO. 1

2017 Sanitary Sewer and Watermain Replacement on CSAH 1
City of Mountain Lake

BMI Project No. S14.113282

Work Completed through May 22, 2017

FILENAME: H:\M\TKS\141132823_Design\113282 QUANT.xlsx\Partial Pay Est. #1A

| BID ITEM NO. | ITEM DESCRIPTION | CONTRACT PRICES | | | WORK COMPLETED PREVIOUS ESTIMATE | | | WORK COMPLETED JOB-TO-DATE | | | |
|-----------------------------------|---------------------------|--------------------|------|-------------|-------------------------------------|------|-------------|-------------------------------|------|-------------|---------------------|
| | | UNIT PRICE | QNTY | UNIT | AMOUNT | QNTY | UNIT | AMOUNT | QNTY | UNIT | AMOUNT |
| 31 | 8" PVC Watermain | \$31.75 | 362 | Linear Foot | \$11,493.50 | 0 | Linear Foot | \$0.00 | 373 | Linear Foot | \$11,842.75 |
| 32 | 10" PVC Watermain | \$39.25 | 84 | Linear Foot | \$3,297.00 | 0 | Linear Foot | \$0.00 | 92 | Linear Foot | \$3,611.00 |
| 33 | 4" Gate Valve & Box | \$1,178.70 | 1 | Each | \$1,178.70 | 0 | Each | \$0.00 | 1 | Each | \$1,178.70 |
| 34 | 6" Gate Valve & Box | \$1,350.90 | 2 | Each | \$2,701.80 | 0 | Each | \$0.00 | 2 | Each | \$2,701.80 |
| 35 | 8" Gate Valve & Box | \$1,782.00 | 2 | Each | \$3,564.00 | 0 | Each | \$0.00 | 3 | Each | \$5,346.00 |
| 36 | 10" Gate Valve & Box | \$2,470.60 | 2 | Each | \$4,941.20 | 0 | Each | \$0.00 | 2 | Each | \$4,941.20 |
| 37 | Hydrant (8' Bury) | \$3,736.70 | 2 | Each | \$7,473.40 | 0 | Each | \$0.00 | 2 | Each | \$7,473.40 |
| 38 | Watermain Fittings (SBDI) | \$7.60 | 557 | Pound | \$4,233.20 | 0 | Pound | \$0.00 | 756 | Pound | \$5,745.60 |
| 39 | Watermain Connection | \$870.00 | 6 | Each | \$5,220.00 | 0 | Each | \$0.00 | 11 | Each | \$9,570.00 |
| 40 | Flowable Fill | \$9.00 | 448 | Linear Foot | \$4,032.00 | 0 | Linear Foot | \$0.00 | 0 | Linear Foot | \$0.00 |
| TOTAL PAY ESTIMATE AMOUNT: | | | | | \$196,693.65 | | | \$0.00 | | | \$126,827.10 |



**BOLTON
& MENK**

Real People. Real Solutions.

1243 Cedar Street NE
Sleepy Eye, MN 56085

Ph: (507) 794-5541
Fax: (507) 794-5542
Bolton-Menk.com

May 11, 2017

Jeremy Kuechle
Kuechle Underground
10998 State Highway 55
P.O. Box 509
Kimball, MN 55353

RE: Notice of Defective Work requiring Correction
2012-2013 Infrastructure Improvements
City of Mountain Lake, MN
BMI Project No.: S14.100679

Dear Jeremy:

In accordance with Section 13.07 of the Standard General Conditions of the Construction Contract and the Supplementary Conditions, this letter shall serve as written notice of defective work on the 2012-2013 Infrastructure Improvements project in Mountain Lake.

The attached List of Defective Work Requiring Correction during the Correction Period, May 5, 2017 itemizes the nature and general location of the defective work items requiring correction.

We request that a written work schedule be provided to the Owner for review and information prior to the initiation of the corrective work. The completion of the corrective items should be coordinated with Rick Oltjenbruns, Street Superintendent and our office.

Please feel free to contact our office with any questions or comments regarding the corrective warranty items.

Sincerely,

BOLTON & MENK, INC.

Andrew R. Kehren, P.E.

cc: Leon Stugelmeyer, Resident Project Representative
Wendy Meyer, City Administrator
Rick Oltjenbruns, Street Superintendent

Enclosure

*List of
Defective Work Requiring Correction during the Correction Period
Street and Utility Improvements
City of Mountain Lake
Updated: May 5, 2017
Bolton & Menk, Inc. Project No: S14.100679*

| <i>Completed</i> | <i>Item No.</i> | <i>Description of Work</i> |
|------------------|-----------------|---|
| | 1 | Mike Wallert, 821 2 nd Ave. was at City Hall the week of 5/4/2015. The concrete driveway apron has broken and the top of adjacent concrete panels are offset. Replace the broken panel and restore the concrete work to the original elevations. |
| | 2 | Pat Oja, 521 11 th Street called City Hall. Saw off and remove the broken concrete wings and provide turf restoration. |
| | 3 | Replace the broken walk at the pedestrian ramp in the southwest quadrant of the intersection of 4 th Avenue and 7 th Street. |
| | 4 | Doug Penner, 1428 6 th Ave. was at City Hall the week of 8/10/2015. Reports that the sidewalk is cracked. Replace the sidewalk and place cement mortar in mudjacking holes. |
| | | CURB & GUTTER TO REMOVE AND REPLACE CAUSED BY SETTLEMENT |
| | 1 | Remove and replace settled C&G to CB in front of # 620 11 th St. = 20' |
| | 2 | Remove and replace C&G at 2 nd AV. & 6 th St. = 32' |
| | 3 | Remove and replace C&G 801 4 th Av. |
| | 4 | Remove and replace C&G across from # 543 4 th Av. |
| | | SIDEWALKS TO REMOVE AND REPLACE CAUSED BY SETTLEMENT |
| | 1 | Remove and replace sidewalk SE corner 4 th Av. & 9 th St. |
| | 2 | Remove and replace sidewalk SW corner 4 th Av. & 8 th St. |
| | 3 | Remove and replace sidewalk 4 th Av. & 11 th St. SW corner |
| | 4 | Remove and replace settled walk to Cornerstone Bible Church on 11 th St. |
| | | DRIVEWAY APRONS TO REMOVE AND REPLACE CAUSED BY SETTLEMENT |
| | 1 | Remove and replace driveway apron to # 1013 6 th Av. |
| | 2 | Remove and replace cracked panel in driveway apron to # 1009 10 th Av. |
| | 3 | Remove and replace driveway apron to # 516 11 th St. |
| | 4 | Remove and replace driveway apron to Library Alley on 4 th Av. Right Panel around valve box |
| | 5 | Remove and replace driveway apron # 521 4 th Av. |



Minnesota Pollution Control Agency

Marshall Office | 504 Fairgrounds Road | Suite 200 | Marshall, MN 56258-1688 | 507-537-7146
800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

April 21, 2017

The Honorable Mike Nelson
Mayor, City of Mountain Lake
P.O. Box C
Mountain Lake, MN 56159

RE: Mountain Lake Wastewater Treatment Facility
NPDES/SDS Permit Number MNG580035
Compliance Evaluation Inspection

Dear Mayor Nelson:

Enclosed is the Compliance Evaluation Inspection (CEI) Report that resulted from an inspection of the Mountain Lake Wastewater Treatment Facility (Facility) on April 19, 2017, by Brad Gillingham of the Minnesota Pollution Control Agency (MPCA).

The CEI consisted of a visual inspection of the Facility and a discussion with Kevin Krahn, Wastewater Superintendent; and David Watkins, Wastewater Operator. In addition, there was a review of the monthly Discharge Monitoring Reports for the time period from May 2014 to February 2017. Based on the results of the CEI, seven effluent violations, three missed effluent sample violations, and 4 missed influent sample violations of the terms and conditions set forth in the National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Permit were noted. Enclosed is a Letter of Warning for these alleged violations. Please see the attached CEI Report for further detail.

If you have any questions, please contact me at 507-476-4255 or 800-657-3864 and by email at brad.gillingham@state.mn.us.

Sincerely,

Brad Gillingham

This document has been electronically signed.

Brad Gillingham
Environmental Specialist 4
Marshall Office
Municipal Division

BG:jlb

Enclosure

cc: Kevin Krahn, Wastewater Superintendent

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Minnesota Pollution Control Agency

Marshall Office | 504 Fairgrounds Road | Suite 200 | Marshall, MN 56258-1688 | 507-537-7146

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

April 21, 2017

The Honorable Mike Nelson
Mayor, City of Mountain Lake
P.O. Box C
Mountain Lake, Minnesota 56159

RE: Mountain Lake Wastewater Treatment Facility
NPDES/SDS Permit Number MNG580035
Compliance Evaluation Inspection

RE: Letter of Warning - Mountain Lake Wastewater Treatment Facility, Cottonwood County

Dear Mayor Nelson:

This is a Letter of Warning (LOW) issued by the Minnesota Pollution Control Agency (MPCA) to Mountain Lake Wastewater Treatment Facility (Regulated Party) for alleged violations of seven effluent violations, three missed effluent sample violations, and four missed influent sample violations at the Regulated Party's facility located in Mountain Lake, Cottonwood County, Minnesota. The MPCA has sufficient information to allege that the Regulated Party has violated the following provisions of federal regulations, state statutes, rules, or permit conditions:

1. NPDES/SDS Permit Number MNG580035, Attachment 1-Limits and Monitoring Requirements for All General Pond Facilities, SD 001: Total Facility Discharge

The Regulated Party reported seven effluent limit violations of the conditions of the NPDES/SDS Permit during the review period.

| Date | Parameter | Reported Value | Limit | Limit Type |
|--------|-----------|----------------|---------|---------------------------|
| Mar-16 | TSS | 49 mg/L | 45 mg/L | Calendar Month Average |
| Apr-15 | CBOD | 44 mg/L | 25 mg/L | Calendar Month Average |
| | CBOD | 47 mg/L | 40 mg/L | Max Calendar Week Average |
| | TSS | 49 mg/L | 45 mg/L | Calendar Month Average |
| Nov-15 | TSS | 46 mg/L | 45 mg/L | Calendar Month Average |
| | TSS | 73 mg/L | 65 mg/L | Max Calendar Week Average |
| Apr-14 | TSS | 58 mg/L | 45 mg/L | Calendar Month Average |

2. NPDES/SDS Permit Number MNG580035, Attachment 1-Limits and Monitoring Requirements for All General Pond Facilities, SD 001: Total Facility Discharge

The Regulated Party had three missed effluent sample violations with the conditions of the NPDES/SDS Permit during the review period.

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| Date | Station | Parameter |
|--------|---------|------------------------------------|
| Jun-14 | SD 001 | Nitrite Plus Nitrate, Total (as N) |
| | SD 001 | Nitrogen, Ammonia, Total (as N) |
| | SD 001 | Nitrogen, Kjeldahl, Total |

3. NPDES/SDS Permit Number MNG580035, Attachment 1-Limits and Monitoring Requirements for All General Pond Facilities, WS 001: Influent Waste Stream

The Regulated Party had four missed influent sample violations with the conditions of the NPDES/SDS Permit during the review period.

| Date | Station | Parameter |
|--------|---------|-------------|
| Sep-16 | WS 001 | CBOD |
| | WS 001 | TSS |
| | WS 001 | Phosphorous |
| | WS 001 | pH |

To address the alleged violations cited in this LOW, the Regulated Party is to complete the following actions:

1. The Regulated Party shall take actions to avoid effluent violations in the future.
....This corrective action has been completed.
2. The Regulated Party shall take action to eliminate missed samples in the future.
....This corrective action has been completed.

During the Compliance Evaluation Inspection on April 19, 2017, the Regulated Party provided information and documentation that all corrective actions have been completed. Please note that the LOW and the Regulated Party's response will remain on record at the MPCA and the response does not preclude the MPCA from taking further action with respect to the violations listed in the LOW. Please contact me at 507-476-4255 or by email at brad.gillingham@state.mn.us if you have any questions about the LOW.

Sincerely,

Brad Gillingham

This document has been electronically signed.

Brad Gillingham
Environmental Specialist 4
Marshall Office
Municipal Division

BG:jl

cc: Kevin Krahn, Wastewater Superintendent
Activity ID NON20170001 @ 2634

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Minnesota Pollution Control Agency

Water Quality Point Source Program

Compliance Evaluation Inspection Report

Facility information:

Facility name: Mountain Lake Wastewater Treatment Plant
 Permit number: MNG580035
 Address: 3rd Avenue and 15th Street, Mountain Lake, Minnesota 56159
 SIC code: 4952 - Sewerage Systems
 Permit expiration date: August 31, 2015
 Facility design flow: 0.35 million gallons per day (MGD) average wet weather (AWW)
 EPA Facility Type classification: EPA Minor
 Type of flow: Domestic
 Plant class: Class D
 Land application type: N/A
 24-hour contact: Cottonwood County Sherriff's Department
 Phone: 507-831-1375

Geographic information:

MPCA region: MPCA Southwest Region
 County: Cottonwood
 Basin: Minnesota River
 Major watershed: Watonwan River
 Receiving water: Watonwan River - Class 2B, 3C, 4A, 4B, 5, 6 water

Those present during the inspection:

Kevin Krahn, Wastewater Superintendent
 David Watkins, Wastewater Operator

MPCA representatives:

Brad Gillingham, Environmental Specialist 4

Inspection information:

Inspection date: April 19, 2017
 Inspection category: Routine Inspection
 Inspection type: Wastewater Compliance Evaluation Inspection

Facility components:

One Primary Stabilization Pond
 Two Secondary Stabilization Ponds

Significant industrial users:

4952 - Sewerage Systems

Treatment plant operators:

| Name | Phone | Class | Expiration |
|---------------|--------------|---------|---------------|
| Kevin Krahn | 507-427-2999 | Class C | May 1, 2017 |
| David Watkins | 507-427-2999 | Class C | April 1, 2020 |

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Minnesota Pollution Control Agency

INSPECTION SUMMARY

A Compliance Evaluation Inspection (CEI) was conducted on April 19, 2017, by Brad Gillingham of the Minnesota Pollution Control Agency (MPCA) to determine the city of Mountain Lake (City) Wastewater Treatment Facility's (Facility) compliance status with the terms and conditions of its National Pollutant Discharge Elimination System (NPDES) Permit. The following is a summary of the findings and comments resulting from that inspection.

Areas of concern or general comments:

Compliance Evaluation Inspection

- The CEI consisted of a visual inspection of the Facility, and a discussion with Kevin Krahn, Wastewater Superintendent; and David Watkins, Wastewater Operator.

Pond Description

- The Facility is a three-cell stabilization pond system originally constructed in 1957. The permit indicates that the primary pond has surface area of 39 acres, and the secondary ponds have a surface area of 13.3 and 12 acres. All ponds have minimum operating depths of one feet and maximum operating depths of five feet.

Dicharge Monitoring Reports (DMRs)/Annual Reports

- The DMRs were reviewed for the time period of May 2014 to February 2017. The City submitted two late DMRs during the review period.

Record Keeping

- The Facility keeps all records for a minimum of three years as required by the permit. Some of these records are kept electronically. The Facility is reminded to back up electronic files on a regular basis with an external storage device.

Effluent Violations

- The Facility reported seven effluent violations during the review period. Please see Violations and Corrective Actions sections below.

Missed Samples

- The City had three missed effluent sample violations during the review period. The City had one missed Quarterly Influent Sample (September 2016) violation during the review period. Please see violations and corrective actions below.

Influent Flow Data

- The City completed Phase 1 of the Wastewater Improvement Project in 2014. This included the replacement of 55 blocks of sanitary sewer. The NPDES/SDS Permit indicates that the average wet weather design flow is 350,000 gallons per day. The Facility reported 341,000, 352,000, and 417,260 gallons per day during the 2014, 2015, and 2016 calendar years. The City reported flooding conditions that included over 45 inches of precipitation in 2016. The City indicated that there were not any basement backups reported or and bypasses, overflows, or releases. Phase 2 of the Wastewater Improvements Project will include the addition of two aerated ponds.

Desktop Water Balance

- A desktop water balance indicated that the Facility had 1,138 unaccounted (missing) gallons/acre/day (gpad) during the review period. Current MPCA guidelines allow for a maximum seepage rate of 3,500 gpad for stabilization ponds constructed before May 16, 1975.

Bypasses, overflows, releases

- The City did not report any bypasses, overflows, or releases during the review period.

Overall Physical Condition of the Plant

- There is significant erosion to the Primary and Secondary ponds. The City is currently working on funding Phase 2 of the Wastewater Improvement Project. The City indicated that Phase 2 would include the addition of two aerated ponds, and rehabilitation to the existing ponds.

General Maintenance Schedule Reviewed–Daily, Weekly and Monthly Operation and Maintenance

- Satisfactory

Pretreatment

- The 2016 Pretreatment Annual Report was discussed during the inspection. The City reported that Milk Specialties Company (MSC) is a significant Industrial User (SIU). The City reported that MSC was sent a letter of warning, and surcharged for two Monthly CBOD violations in 2016. The City indicated that they have returned to compliance.

Sampling Methods/Lab Certification

- The City uses UC Laboratory and Minnesota Valley Testing Laboratory as their certified testing laboratories. The City has a HACH.Sension pH Meter and an YSI 55 Dissolved Oxygen (DO) Meter.

Minnesota River Basin Permit

- The City’s stabilization pond facility is referenced in the Minnesota River Basin General Permit (MNG420000), which regulates the discharge of Phosphorous to the Basin during the critical low-flow months of May through September. Existing stabilization pond facilities, such as your City’s, were not assigned Phosphorous mass limits in the General Permit. Stabilization ponds are operated under a controlled discharge which often does not occur during the critical time period of low flow. To further protect the Basin, stabilization pond facilities are recommended to be operated using best management practices so that no discharge occurs during the month of June or the month of September. The MPCA is requesting that your pond facility be operated to the fullest extent possible to meet this goal, but will not consider it a violation if circumstances require a discharge during June or September.

Enforcement Actions over the review period

- None

Compliance Schedule progress

- N/A

Biosolids/Land Application Sites

- N/A

Alleged Violations/description of non-compliance table:

1. NPDES/SDS Permit Number MNG580035, Attachment 1-Limits and Monitoring Requirements for All General Pond Facilities, SD 001: Total Facility Discharge

The City reported seven effluent limit violations with the conditions of the NPDES/SDS Permit during the review period.

| Date | Parameter | Reported Value | Limit | Limit Type |
|--------|-----------|----------------|---------|---------------------------|
| Mar-16 | TSS | 49 mg/L | 45 mg/L | Calendar Month Average |
| Apr-15 | CBOD | 44 mg/L | 25 mg/L | Calendar Month Average |
| | CBOD | 47 mg/L | 40 mg/L | Max Calendar Week Average |
| | TSS | 49 mg/L | 45 mg/L | Calendar Month Average |
| Nov-15 | TSS | 46 mg/L | 45 mg/L | Calendar Month Average |
| | TSS | 73 mg/L | 65 mg/L | Max Calendar Week Average |
| Apr-14 | TSS | 58 mg/L | 45 mg/L | Calendar Month Average |

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- NPDES/SDS Permit Number MNG580035, Attachment 1-Limits and Monitoring Requirements for All General Pond Facilities, SD 001: Total Facility Discharge

The City had three missed effluent sample violations with the conditions of the NPDES/SDS Permit during the review period.

| Date | Station | Parameter |
|--------|---------|------------------------------------|
| Jun-14 | SD 001 | Nitrite Plus Nitrate, Total (as N) |
| | SD 001 | Nitrogen, Ammonia, Total (as N) |
| | SD 001 | Nitrogen, Kjeldahl, Total |

- NPDES/SDS Permit Number MNG580035, Attachment 1-Limits and Monitoring Requirements for All General Pond Facilities, WS 001: Influent Waste Stream

The City had four missed influent sample violations with the conditions of the NPDES/SDS Permit during the review period.

| Date | Station | Parameter |
|--------|---------|-------------|
| Sep-16 | WS 001 | CBOD |
| | WS 001 | TSS |
| | WS 001 | Phosphorous |
| | WS 001 | pH |

Corrective Actions

- Immediately the City shall take actions to eliminate effluent violations, and missed sample violations. The City will be issued a Letter of Warning for these alleged violations.

**STATE OF MINNESOTA
POLLUTION CONTROL AGENCY**

Brad Gillingham

This document has been electronically signed.

Brad Gillingham
Environmental Specialist 4
Marshall Office
Municipal Division

April 21, 2017

Date signed

Address questions and submittals requested above to:

Brad Gillingham
Minnesota Pollution Control Agency
504 Fairgrounds Road, Suite 200
Marshall, Minnesota 56258
Phone: 1-507-476-4255
Email: brad.gillingham@state.mn.us

DRAFT

City of Mountain Lake, MN

Ordinance # 5-17

**An Ordinance Placing Additional Parcels of Land within the City
in the City of Mountain Lake Rural Service District,
with the Amendment of Ordinance #7-12
'Establishing a Rural Service District'**

Be it ordained by the City Council of the City of Mountain Lake that Paragraph 3b of Section 9.08 of Chapter Nine (9) of City Code is amended with the addition of the following parcels of land within the city to the City of Mountain Lake Rural Service District.

| | |
|---------------------------|------------|
| Parcel ID No. 22.004.1000 | 4.5 acres |
| Parcel ID No. 22.004.1030 | 13.5 acres |
| Parcel ID No. 22.004.1040 | 2.5 acres |
| Parcel ID No. 22.004.1060 | 3.8 acres |
| Parcel ID No. 22.004.0900 | .34 acres |
| Parcel ID No. 22.004.0800 | .33 acres |

Adopted by the Mountain Lake City Council this 10th day of July, 2017.

Mayor

Attest:

Clerk/Administrator

CITY OF MOUNTAIN LAKE

REQUEST FOR QUALIFICATIONS AND PROPOSALS FOR LEGAL SERVICES

INTRODUCTION

The City of Mountain Lake is requesting qualifications and proposals for Legal services from firms experienced in municipal law.

BACKGROUND

The City of Mountain Lake is Statutory Plan B Weak Mayor-Council form. The City Council consists of five (5) members, a mayor and four council members. All are elected at large, the mayor for a two-year term and the council for four-year terms. The most recent population estimate is 2146. The City has a stable to slightly increasing population. The City includes a municipal utility that provides water, sewer and electricity to residents and a few customers outside city limits. The City has a police department, volunteer fire department, volunteer ambulance department, economic development authority, public library, streets parks and cemetery department, and office staff. There are 16 full-time employees plus a part-time staff that varies from 6-8 and the paid on-call fire and ambulance volunteers. The City has adopted and enforces the State Building Code. The City has six boards or commissions: utility commission, lake commission, police commission, planning and zoning commission, economic development authority, and tree commission.

BASIC SERVICES REQUESTED

- Basic services, for the purpose of this proposal shall include those legal services generally understood within the field of municipal law to fall within the category of 'general counsel' work and shall include, but is not necessarily limited to the following:
- Routine legal advice, telephone and personal consultation with the Council, City Clerk/Administrator or other authorized representatives.
- Assistance in the preparation and review of meeting minutes when necessary, ordinances, resolutions, agreements, contracts, forms, notices, certificates, deeds, Tax Increments, Tax Abatement, Business Subsidy Agreements, Comprehensive Plan and other documents required by the City.
- Legal advice and opinions concerning legal matters, statutes, ordinances, rules and regulations and other legal interpretations that affect the City.
- Legal work pertaining to property acquisitions, property disposals, public improvements, etc.
- Legal advice and opinions concerning the collection of the utility bills, electric, water and sewer connections that do not conform to city code, the theft of water, sewer and electricity, shut-off policies and Cold Weather Rules.
- Ability to work with other counsel (bond or utility) or League of MN Cities Legal Department as needed.
- Knowledge of and expertise in business law related to economic development authority activities including loan document preparation, mortgage and title filing and recording, and loan collection.

- Investigate and evaluate all claims by the City against others and recommended appropriate course of action and attempt to collect all proper claims including litigations where necessary.
- Initiate litigation on behalf of the city as requested by the city Council.
- Defend the city in litigation except in those cases where insurance companies are required to provide defend.
- Prosecution of all petty misdemeanor, misdemeanor and statutorily delegated gross misdemeanor offenses committed within the corporate limits of the City for citizen complaints and Building Code and City Code.
- Working closely with the Police Department to successfully prosecute GM (Gross Misdemeanors) and Assault/Domestic cases.
- Examine petitions for improvements as needed, for validity, assist the City Engineer in preparing preliminary reports as to legal cost, easement cost, assessment methodology and assessment area, and prepare or review such routine legal notices for posting, publishing or mailing as needed and required by the statutory assessment process.
- Represent the City pertaining to Developer Agreements, Planned Unit Developments, Plats, Subdivisions, Shoreline Use, variances, rezoning, special permits, etc. as required by the City's Zoning Ordinance.
- Attendance at regular City Council meetings is expected. Attendance at special council meetings and meetings of the city's boards and commissions as requested to provide advice on the matters of proceedings and actions of the board or commission.
- Research and submit legal opinions on municipal or other legal matters as requested by the City Council or the Clerk/Administrator.
- Provide advice on open meeting law, data practice parliamentary procedure, records retention and privacy issues, including HIPPA.
- Provide and represent, as need, the city in employment related issues, including labor negotiations, arbitration, administrative hearings, PERA, labor agreements, personnel policy, FMLA, workers compensation and Veterans' Preference and in litigation involving the same.

The firm shall not subcontract out or assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the City.

REQUIRED PROPOSAL ELEMENTS

The proposal must provide specific and succinct answers to all questions and requests for information. Direct, precise and complete responses will serve as an advantage to the application.

Describe the nature of your practice or your law firm's practice and your qualifications for providing City Attorney services. Include a resume for the individual who will be designated to serve as City Attorney as well as others whom you anticipate being involved with legal services to the city. Include the following:

- Professional affiliations
- Knowledge of and expertise with Minnesota municipal law or of other public sector experience.
- Litigation experience.

- knowledge and practice of law related to land use and planning, environmental law, risk management, general plans, real estate and other related law.
- Experience in Municipal contract law.
- Experience in the area of personnel, disability law rights and obligations, work compensation, employee relations and negotiations and employee discrimination claims.
- Experience in preparation and review of ordinances and resolutions.
- Office locations and accessibility.

CITY/CITY ATTORNEY RELATIONSHIP

- Describe clientele represented and years representing such.
- Describe any municipal litigation handled in the last 5 years and types of cases tried.
- Describe how you would structure the working relationship between the city Attorney and the city Council Coker, Administrator and other staff members.
- Define the time frames for response by the City Attorney to direction and/or inquiry from the City Council or City Clerk/Administrator.
- Describe the system that would be established for reporting or status of project requests and litigation.
- Demonstrate knowledge of the following:
 - Zoning and Land Use Laws
 - Platting and Land Development issues
 - Municipal Finance (MN tax increment law; tax abatement law, general experience in municipal bonds) and collection laws.
 - Specialized issues that may relate to municipal law outlined in this section.
- Describe your computer resources. The City requires compatibility with MS Word as well as the internet services, such as e-mail and files can be transmitted between City staff and City Attorney.
- Provide a reference list of three (3) recent (within 5 years) municipal clients. If municipal clients are not available, other major clients may be submitted. Particular attention will be given to municipal client references.

COMPENSATION

City Attorney-firms desiring to be considered for City Attorney services must indicate an hourly rate. Please indicate the hourly rate for City Attorney and other attorneys and support staff that may be working on City business. Alternatively, firms may propose monthly retainer rates for services and what would be outside the scope of the retainer.

- Please describe how the firm intends to provide legal services, either on a retainer or hourly basis. For retainer purposes, the following general legal matters are considered under the retainer:
 - Attendance at City Council, and board and commission meetings as needed and generally only when requested;

- General advice related to personnel (in respect to municipal employment matters including but not limited to PERA, labor agreements personnel policy, FLSA, Veteran's Preference, workers compensation and unemployment compensation);
- Phone calls and meetings with staff;
- Review and provide advice on ordinance, resolutions and correspondence;
- Review council agendas, council packets and minutes as needed;
- Review and comment on municipal contracts such as contracts for public improvements, joint powers, construction, purchase of equipment, etc.
- Provide legal opinions on open meeting law and data practice issues
- Review and comment on permits and documents for easement, ROW vacation or acquisition, development agreements, subdivision or zoning, condition uses, variances and violations thereof.

All other legal services are proposed to be done on an hourly basis and hourly rates for these services should be provided.

- If the hourly rate billing is preferred over the retainer rate, then state the hourly rates for the designated City Attorney and associates for general work and for special services such as litigation.
- Define the type and unit rates for reimbursement for expenses such as mileage, reproduction of documents, faxed documents, and clerical charges. Firms shall indicate the minimum increment of time billed for each service including phone calls, correspondence and personal conferences.
- The City requires a monthly billing statement which:
 - Itemized the date of service
 - Topic and description of services performed
 - Personnel providing service
 - Time spend
 - Fees for those services

CONFLICT OF INTEREST STATEMENT

- Indicate whether your firm currently represents, or has represented any clients where representation may conflict with your ability to serve as City Attorney
- Indicate what procedures your firm would utilize to identify and resolve conflict of interest.

EVALUATION AND SELECTION PROCESS

The City will establish a committee consisting of two council members and the Clerk/Administrator to review the proposals received. A recommendation to the City Council will come from this committee. If necessary a short list of two or three firms will be determined.

- Qualifications will be verified and checked.
- The City Council will select the firm or individual it believes would best meet the City's needs by considering the following:

- The depth, experience and expertise in the practice of law specifically in those areas most often encountered in municipal government;
- The capacity to perform legal services promptly and in a manner that permits the City Council and staff to meet established deadlines and to operate in an effective and efficient manner;
- The degree of availability for quick response to inquiries that arise in day to day operations;
- The degree which the firm or individual attorneys stay current with municipal law through continued professional development and communication with other municipal law practitioners
- Communication skills
- Cost of services
- Other qualifications/criteria, as deemed appropriate by the City Council.

CONTRACT AWARD

The City intends to award a contract to the firm best qualified to perform the work for the City, cost and other factors considered. The City reserves the right to reject any and all proposals or request additional information. Once a contract is awarded, the term of contract during shall be subject to on-going review and evaluation.

The contract will require the individual or law firm selected as city attorney to maintain general liability, automobile, workers compensation and errors and omissions insurance. The contract will also contain provisions the firm or individual to indemnify the City and provide that the City attorney is an independent contractor serving at the will of the City Council. Other required provisions will include the City Council's right to terminate the contract, at its sole discretion, upon the provision of notice.

GENERAL INSTRUCTIONS

Law firms or individuals interested in submitting proposals for City Attorney shall submit five (5) complete copies of the proposal along with a proposed contractual agreement, in a sealed envelope identified as "City Attorney Proposal" by 4 pm Friday, June 30. The envelope should be delivered to:

Wendy Meyer, Clerk/Administrator
930 Third Ave.
P. O. Box C
Mt. Lake, MN 56159

**EQUIPMENT LOAN AGREEMENT
BETWEEN DAVID WATKINS AND THE CITY OF MOUNTAIN LAKE**

This agreement ("Agreement") is made and entered into by and between David Watkins, (the "Lender") and the City of Mountain Lake, Minnesota (the "Borrower").

1. Loaned Equipment. In exchange for good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the Lender agrees to loan the following equipment (the "Equipment") to the Borrower:
 - a. Skid Steer Loader
2. Fees. The Borrower shall pay to the Lender the following amount for each piece of Equipment that is on loan:
 - a. \$40.00/hour for the Equipment described in 1(a).
3. Term. The Borrower shall be entitled to use the Equipment as needed during the 2017 construction season. The Lender may recall the Equipment at any time. The Lender may not be held liable for recalling the Equipment.
4. Return of Equipment. The Borrower is responsible for examining the Equipment prior to receiving it from the Lender and must return the Equipment in the same condition in which it was received, except normal wear and tear. The Equipment must be returned with the same level of fuel that the Equipment had when loaned to the Borrower.
5. Routine Maintenance. The Borrower is responsible for any routine maintenance required to operate the Equipment while in the Borrower's possession. Routine maintenance would include fuel, lubricants, fluids, repair of a flat tire, and other items that are typically incidental to the use of the Equipment.
6. Trained Personnel. The Borrower agrees that only trained personnel shall be allowed to operate the Equipment.
7. Transportation. The Borrower shall be responsible for transporting the Equipment to and from the Borrower's location.
8. Storage. Borrower shall store the Equipment in a safe place while in the Borrower's possession.
9. Insurance. The Borrower agrees to maintain the appropriate automobile, property and liability coverages with the League of Minnesota Cities Insurance Trust under standard LMCIT liability coverage forms.
10. Workers' Compensation. The Borrower shall be responsible for injuries to or death of its own personnel while using the Equipment. The Borrower will maintain workers' compensation insurance covering its own personnel while they are using the Equipment. The Borrower waives the right to sue the Lender for any workers' compensation benefits paid to its own personnel or their dependents, even if the injuries were caused wholly or partially by the negligence of the Lender or its officers, employees, volunteers or agents.
11. Damage to Equipment. The Borrower shall be responsible for any damage to or loss of the Equipment while the Equipment is in the Borrower's possession.

12. Indemnification. To the fullest extent permitted by law, the Borrower agrees to defend, indemnify and hold the Lender harmless against any claims brought or actions filed against the Lender for injury to, death of, or damage to the property of any third person or persons, arising from the Borrower's negligent use of the Equipment or the Borrower's failure to perform its obligations under this Agreement.
13. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Borrower and Lender and contains the entire agreement.
14. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both the Borrower and the Lender.
15. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
16. Captions. Captions or headings contained in this Agreement are included for convenience only and form no part of the agreement between the Borrower and the Lender.
17. Waivers. The waiver by either the Borrower or the Lender of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
18. Counterparts. This Agreement may be executed in counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.
19. Savings Clause. If any court finds any portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.
20. Effective Date. This Agreement is effective on the date last executed by one of the Parties below.

IN WITNESS WHEREOF, the Borrower and Lender, by action of their respective governing bodies, caused this Agreement to be approved.

**CITY OF MOUNTAIN LAKE, MINNESOTA
BORROWER**

BY: _____
Mike Nelson, Its Mayor

BY: _____
David Watkins, Lender

AND: _____
Wendy Meyer, Its Clerk/Administrator

Dated: _____

Dated: _____

2017 and 2018 City LGA curr. law vs. Omnibus Tax bill - 1st Special Session

| Cityname | Certified 2017 LGA | Current law 2018 LGA | 2018 LGA under 1st. spec.sess | Change in 2018 LGA | Per capita change in LGA |
|-----------------|-----------------------|-------------------------|----------------------------------|-----------------------|-----------------------------|
| | (1) | (2) | (3) | (4=3-2) | (5=4/pop.) |
| KASOTA | 172,229 | 172,810 | 177,198 | 4,388 | 6.59 |
| KEEWATIN | 383,471 | 384,388 | 391,327 | 6,939 | 6.49 |
| KENYON | 529,619 | 531,365 | 544,571 | 13,206 | 7.20 |
| KERKHOVEN | 223,050 | 223,900 | 230,330 | 6,430 | 8.80 |
| KIESTER | 167,871 | 168,248 | 171,092 | 2,844 | 5.89 |
| LAFAYETTE | 131,803 | 132,101 | 134,351 | 2,250 | 4.68 |
| LAKE BENTON | 228,430 | 229,076 | 233,959 | 4,883 | 7.23 |
| LAKE PARK | 257,309 | 257,834 | 261,804 | 3,970 | 4.97 |
| LAKEFIELD | 657,309 | 658,183 | 664,785 | 6,602 | 3.89 |
| LAMBERTON | 306,750 | 307,129 | 309,994 | 2,865 | 3.58 |
| LANESBORO | 211,219 | 211,492 | 213,561 | 2,069 | 2.73 |
| LECENTER | 795,240 | 797,079 | 810,978 | 13,899 | 5.57 |
| LEROY | 327,017 | 327,805 | 333,760 | 5,955 | 6.40 |
| LITTLE FALLS | 2,506,314 | 2,514,392 | 2,575,451 | 61,059 | 6.92 |
| LITTLEFORK | 237,747 | 238,043 | 240,284 | 2,241 | 3.64 |
| LONG PRAIRIE | 954,689 | 960,384 | 1,003,428 | 43,044 | 12.63 |
| LUVERNE | 1,382,570 | 1,387,200 | 1,422,199 | 34,999 | 7.44 |
| LYLE | 182,588 | 183,065 | 186,665 | 3,600 | 6.63 |
| MABEL | 262,016 | 262,926 | 269,803 | 6,877 | 8.92 |
| MADELIA | 927,491 | 929,253 | 942,571 | 13,318 | 5.78 |
| MADISON | 744,548 | 744,809 | 746,783 | 1,974 | 1.33 |
| MAHNOMEN | 636,935 | 637,711 | 643,572 | 5,861 | 4.85 |
| MARBLE | 245,188 | 245,759 | 250,073 | 4,314 | 6.16 |
| MCINTOSH | 223,946 | 224,613 | 229,650 | 5,037 | 8.02 |
| MENAHGA | 357,939 | 359,597 | 372,134 | 12,537 | 9.27 |
| MILACA | 784,030 | 787,547 | 814,130 | 26,583 | 9.12 |
| MINNEOTA | 466,164 | 467,633 | 478,737 | 11,104 | 8.09 |
| MINNESOTA LAKE | 164,679 | 165,607 | 172,623 | 7,016 | 10.49 |
| MONTEVIDEO | 2,036,731 | 2,044,903 | 2,106,680 | 61,777 | 11.60 |
| MONTGOMERY | 759,643 | 763,267 | 790,657 | 27,390 | 9.25 |
| MOOSE LAKE | 802,653 | 806,879 | 838,821 | 31,942 | 11.33 |
| MORA | 891,799 | 895,806 | 926,097 | 30,291 | 8.61 |
| MORGAN | 327,485 | 328,275 | 334,244 | 5,969 | 6.82 |
| MORRIS | 2,285,363 | 2,288,800 | 2,314,784 | 25,984 | 4.80 |
| MORRISTOWN | 285,176 | 286,402 | 295,668 | 9,266 | 9.25 |
| MOUNTAIN LAKE | 874,013 | 875,639 | 887,931 | 12,292 | 5.73 |
| NASHWAUK | 373,780 | 363,910 | 373,839 | 9,929 | 10.06 |
| NEW LONDON | 314,887 | 316,202 | 326,148 | 9,946 | 7.44 |
| NEW RICHLAND | 387,839 | 389,435 | 401,495 | 12,060 | 9.98 |
| NEW YORKMILLS | 382,846 | 383,857 | 391,500 | 7,643 | 6.21 |
| OLIVIA | 781,681 | 783,385 | 796,265 | 12,880 | 5.29 |
| ONAMIA | 266,672 | 267,424 | 273,112 | 5,688 | 6.55 |
| ORTONVILLE | 738,882 | 739,430 | 743,573 | 4,143 | 2.24 |
| OSAKIS | 445,365 | 446,899 | 458,500 | 11,601 | 6.60 |
| PARKERS PRAIRIE | 261,980 | 262,990 | 270,621 | 7,631 | 7.52 |
| PAYNESVILLE | 723,839 | 725,188 | 735,389 | 10,201 | 4.16 |
| PELICAN RAPIDS | 960,492 | 961,359 | 967,910 | 6,551 | 2.61 |
| PENNOCK | 133,080 | 133,714 | 138,511 | 4,797 | 9.28 |
| PIERZ | 417,597 | 418,732 | 427,314 | 8,582 | 6.23 |
| PINE RIVER | 277,527 | 278,476 | 285,646 | 7,170 | 7.62 |

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STATEMENT

Date: May 5, 2017
 Call For Service #2017053918

Bill To:
 Adam Sayles
 812 1/2 5th Ave
 Mountain Lake, MN 56159

City of Mountain Lake
 930 Third Ave PO Box C
 Mountain Lake MN 56159
 Phone: 507-427-2999
 Fax: 507-427-3327
 Fed ID: 41-6005401

| Date | Description | Balance | Amount |
|-------|--|----------|----------|
| May 8 | We received a call for a fire alarm. Upon arrival we found that a worker inside had created dust which caused the alarm to go off. | 1,000.00 | 1,000.00 |
| | | | |
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| | | | |
| | | | |

| Current | 1-30 Days Past Due | 31-60 Days Past Due | 61-90 Days Past Due | Over 90 Days Past Due | Amount Due |
|----------|--------------------|---------------------|---------------------|-----------------------|------------|
| 1,000.00 | | | | | 1,000.00 |

Make all checks payable to City Of Mountain Lake

40

Any questions please call the City of Mountain Lake (507-427-2999).
 Or Fire Chief Tim Coners at 507-427-3108 or Treasurer Tim Janzen at 507-822-3054. Thank you

SUNDE, OLSON, KIRCHER AND ZENDER, P.L.C.

Attorneys at Law

108 Armstrong Blvd. So.

P.O. Box 506

ST. JAMES, MINNESOTA 56081-0506

Phone (507) 375-3352

FAX (507) 375-4483

www.sundeolson.com

*STEVEN R. SUNDE
SUZANN M. OLSON
MICHAEL P. KIRCHER
JAN M. ZENDER
PAMELA D. STEINLE
ZACHARY R. STROM

Madelia Office:
5 West Main Street
Madelia, MN 56062
(507) 642-3156

Lake Crystal Office:
104 East Blue Earth Street
Lake Crystal, MN 56055
(507) 726-6649

May 23, 2017

City Clerk
City of Mountain Lake
930 Third Avenue
Mountain Lake, MN 56159

RE: City of Mountain Lake - Adam Sayles

Dear Clerk:

I have been contacted by Adam Sayles of Mountain Lake in regard to a fire call charge in the amount of \$1,000.00. In May of 2017, Mr. Sayles was not at home, but was having some carpenter work completed. Apparently, his fire alarm was somehow activated and the City of Mountain Lake responded to the alarm with a Policeman in a squad car accompanied by a Volunteer Fireman. It is our understanding no fire equipment arrived at the scene. There was no fire. The time involved by the Policeman and the Volunteer Fireman was, at best, nominal.

Mr. Sayles is of the opinion that the \$1,000.00 charge for this "non-call" is not justified by the facts.

However, in order to resolve this matter, Mr. Sayles is willing to offer, without an admission of liability, \$100.00, as payment in full. Please review and advise. Thank you.

Very truly yours,

Steven R. Sunde
ssunde@sundeolson.com
SRS/yms
CC: Mr. Adam Sayles



Office of the Sheriff

Jason J. Purrington
Cottonwood County Sheriff
902 5th Avenue
Windom, MN 56101

Phone: (507) 831-1375

Fax: (507) 831-1957



CFS Report

Printed on May 8, 2017

CFS # 2017053918
Call Taker Kathy Derickson
Location 812 5TH AVE, MOUNTAIN LAKE, MN 56159
Location Details
Primary Incident Code ALRM : Alarm
Mod In Progress
Priority 1
Use Caution No
Primary Disposition Handled by Fire
Call Time 05/08/17 13:08:50
Completed Time 05/08/17 13:17:06

Reporters

Alarm Company (Initial Reporter)

Sex
DOB
Address
Business Phone (800) 289-2647
Report Time 05/08/17 13:08:50
How Reported Phone
From Phone
Contact Phone

Comments

Other Names

SAYLES, ADAM MICHAEL (Owner)

Sex Male
DOB
Address 812 1/2 5 AVE
MOUNTAIN LAKE, MN 56159
Home Phone
Comments

Vehicles

Responders

| | | |
|------------------|---------------------|----------------|
| MLAMB1 (Primary) | | MLAMB |
| MLFD1 (Primary) | | MLFD (Primary) |
| 114 (Primary) | 114 - Bristol, Doug | MLPD |

Response Times

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Assigned 05/08/17 13:08:50
Enroute 05/08/17 13:11:49 *
Arrived 05/08/17 13:11:49
Completed 05/08/17 13:17:06

IR / External Agency Numbers

Unit Response Times

Non Unit Specific Times

05/08/17 13:10:09 | Page Fire and EMS
05/08/17 13:10:33 | Pager 19 Mt Lake Fire, Pager 23 responding
05/08/17 13:11:24 | OPS 2
05/08/17 13:12:20 | Keyholder - William will be there in about 10 minutes
05/08/17 13:14:41 | Cancelling page
05/08/17 13:15:46 | Gerdes is inside checking to be sure its not a fire.

114

05/08/17 13:11:49 | On Scene
05/08/17 13:12:51 | Message - All the windows are open. No smoke seen. doesnt look like there is anyone there.
05/08/17 13:14:22 | Message - Worker in there. Think it was the dust that set it off
05/08/17 13:15:42 | cleared (Location: In Service)

MLAMB1

05/08/17 13:13:07 | Assign
05/08/17 13:17:06 | cleared (Location: In Service)

MLFD1

05/08/17 13:08:50 | New CFS - 812 5th Ave Mt Lake. Adam Sayles. Upstairs smoke
05/08/17 13:13:20 | Enroute
05/08/17 13:15:21 | On Scene
05/08/17 13:15:25 | Leaving Scene (Location: Hall)
05/08/17 13:16:58 | cleared (Location: In Service)

Wendy Meyer

From: Timothy Janzen
Sent: Wednesday, May 31, 2017 3:44 PM
To: Fast Dawn; Wendy Meyer
Subject: 812 5th Ave
Attachments: 2017053918CFS.pdf

I looked through all my statements and I have not found anything with his name on it prior to the one from May 8 2017. I also looked through all the Fire reports dating back to 2009 and I did not find anything either, however I do remember getting paged to his address once (2016 I believe) and we decided to not bill him, in fact I think we got canceled before we left the hall. I'm not sure if that was the time that one of his tenants was cooking and they burned some food, but I know that we were paged because of that at one point.

I did read the letter from the attorney and the facts in the letter are wrong.

Dave was on the first out truck and he told me that he made it to the scene as dispatch was paging to have us cancel. By that time Jon Gerdes was also inside the house investigating, and the firefighters that were responding were getting into the new pumper and putting air packs on in preparation for a house fire. Although the new pumper had not left the hall at the time of the cancel page, it was close to leaving.

I've attached the CFS for your reference.

--

Tim Janzen
39421 County Road 1
Mountain Lake, MN 56159
janzen.timothy@gmail.com
Cell:507-822-3054

ORDINANCE NO. 4-17
AN ORDINANCE ESTABLISHING FEES
FOR EMERGENCY PROTECTION FIRE SERVICES

THE CITY COUNCIL OF THE CITY OF MOUNTAIN LAKE, MINNESOTA
DOES ORDAIN:

SECTION ONE: PURPOSES AND INTENT

This ordinance is adopted for the purpose of authorizing the City of Mt. Lake to charge for fire service as authorized by Minn. Stat. §§ 366.011, 366.012, and 415.01.

SECTION TWO: DEFINITIONS

(A) "Fire service" means any deployment of fire fighting personnel and/or equipment to extinguish a fire or perform any preventative measure in an effort to protect equipment, life, or property in an area threatened by fire. It also includes the deployment of firefighting personnel and/or equipment to provide fire suppression, rescue, extrication, and any other services related to fire and rescue as may occasionally occur.

(B) "Fire service charge" means the charge imposed by the City for receiving fire service.

(C) "Motor vehicle" means any self-propelled vehicle designed and originally manufactured to operate primarily upon public roads and highways, and not operated exclusively upon railroad tracks. It includes semi-trailers. It does not include snowmobiles, manufactured homes, all-terrain vehicles, or park trailers.

(D) "Fire protection contract" means a contract between the City and a township or other city for the City to provide fire service.

(E) "Mutual aid agreement" means an agreement between the City and a township or other city for the City's fire department to provide assistance to the fire department of a township or other city.

SECTION THREE: PARTIES AFFECTED

(A) Owners of property within the City who receive fire service.

(B) Anyone who receives fire service as a result of a motor vehicle accident or fire within the City.

(C) Owners of property in townships or cities to which the City provides fire service pursuant to a fire protection contract.

SECTION FOUR: BILLING AND COLLECTION

(A) Parties requesting and receiving fire services will be directly billed by the City of Mountain Lake within 14 days of the fire service. Additionally, if the party receiving fire services did not request services but a fire or other situation exists, which at the discretion of the fire department personnel in charge requires fire service; the party will be charged and billed. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire charge not covered by a party's insurance remains a debt of the party receiving the fire service.

(B) Parties billed for fire service will have 45 days to pay. If the fire service charge is not paid by that time, it will be considered delinquent and the City will send a notice of delinquency.

(C) If the fire service charge remains unpaid for 30 days after this notice of delinquency is sent, the City will use all practical and reasonable legal means to collect the fire service charge. The party receiving fire service shall be liable for all collection cost incurred by the City including, but not limited to, reasonable attorney fees and court costs.

(D) If the fire service charge remains unpaid for 30 days after the notice of delinquency is sent, the City Council may also before the end of each year certify the unpaid fire service charge to the county auditor in which the recipient of the services owns real property for collection with taxes. The county auditor is responsible for remitting to the city all charges collected on behalf of the city. The City must give the property owner notice of its intent to certify the unpaid fire service charge prior to certifying the unpaid charge to the county auditor.

(E) False alarms will be billed the same as a fire call. Fire service charges will be determined by the City Council. .

SECTION FIVE: MUTUAL AID AGREEMENT

When the City fire department provides fire service to another fire department pursuant to a Mutual Aid Agreement, the billing will be determined by the Mutual Aid Agreement.


SECTION SIX: APPLICATION OF COLLECTIONS TO BUDGET

All collected fire charges will be city funds and used to offset the expenses of the City fire department in providing fire services.


SECTION EIGHT: EFFECTIVE DATE

The ordinance shall become effective upon publication in the Mt. Lake/Butterfield Observer/Advocate.

Passed by the Council this First day of May, 2017.


Mike Nelson, Mayor

Attest:


Wendy Meyer, Clerk/Administrator

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Published May 10,
2017.

366.011 CHARGES FOR EMERGENCY SERVICES; COLLECTION.

A town may impose a reasonable service charge for emergency services, including fire, rescue, medical, and related services provided by the town or contracted for by the town. If the service charge remains unpaid 30 days after a notice of delinquency is sent to the recipient of the service or the recipient's representative or estate, the town or its contractor on behalf of the town may use any lawful means allowed to a private party for the collection of an unsecured delinquent debt. The town may also use the authority of section 366.012 to collect unpaid service charges of this kind from delinquent recipients of services who are owners of taxable real property in the state.

The powers conferred by this section are in addition and supplemental to the powers conferred by any other law for a town to impose a service charge or assessment for a service provided by the town or contracted for by the town.

History: 1997 c 16 s 1; 2005 c 151 art 3 s 16

366.012 COLLECTION OF UNPAID SERVICE CHARGES.

If a town is authorized to impose a service charge for a governmental service provided by the town, the town board may certify to the county auditor of the county in which the recipient of the services owns real property, on or before October 15 for each year, any unpaid service charges which shall then be collected together with property taxes levied against the property. The county auditor shall remit to the town all service charges collected by the auditor on behalf of the town. A charge may be certified to the auditor only if, on or before September 15, the town has given written notice to the property owner of its intention to certify the charge to the auditor. The service charges shall be subject to the same penalties, interest, and other conditions provided for the collection of property taxes. This section is in addition to other law authorizing the collection of unpaid costs and service charges.

History: 1989 c 14 s 1; 2005 c 151 art 3 s 17

415.01 TOWN LAWS, APPLICATION; USE OF POWERS BY CITY.

Subdivision 1. **General.** A town must not exercise the powers conferred in chapters 365 to 368 within the territory embraced within the limits of any city, but a city has and may exercise within its limits any of the powers conferred by these chapters upon towns.

Subd. 2. **Charges for emergency services.** A city may exercise the power under sections 366.011 and 366.012 relating to charges for emergency services only if the city adopts an ordinance authorizing the manner and amount of charging for those services.

History: (1103) RL s 692; 1973 c 123 art 5 s 7; 2003 c 64 s 1

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