

Regular City Council Meeting
Mountain Lake City Hall – 930 Third Avenue
Monday, June 7, 2021
6:30 p.m.

AGENDA

1. Meeting Called to Order *Additional information on agenda item is attached or at City Hall
2. Approval of Agenda and Consent Agenda
 - a. Bills: Checks #24948 – 25007, 726E – 727E (1-7)
 - b. Payroll: Checks #66014 – 66045
 - c. Approve April 19 EDA Board Minutes (8-9)
 - d. Approve May 13 Utilities Commission Minutes (10-12)
 - e. Approve May 17 City Council Minutes (13-16)
 - f. Approve Change of Start Date to June 7, 2021 – Karin Stoesz, Part-Time Library Assistant/Aide
 - g. Approve Resolution #12-21 Accepting Donation to Utility (17)
 - h. Approve Submission of Mountain Lake Area Foundation Grant on Behalf of Mountain Lake Chamber (18-23)
 - i. Approve Submission of Cottonwood County Aquatic Invasive Species Grant Application (24-25)
 - j. Approve Resignation of Daron Friesen, Fire Department, effective June 1, 2021 (26)
 - k. Approve On-Sale Liquor License for the Botanist LLC – 302 North 10th Street (27)
 - l. Hire Chelsea Thompson, Weed Harvester Operator, effective May 20, 2021
 - m. Hire Dru Larson, Weed Harvester Operator, effective May 24, 2021
3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern or provide comments to the Council.
4. 2020 City Audit – Sara Oberloh, Oberloh & Oberloh, Ltd.
 - a. Review – 2020 Audit & Financials (at meeting)
 - b. Discussion/Action – Approve 2020 Audit
5. Tax Forfeited Properties in Mountain Lake
 - a. Review – Locations & Assessments (28-32)
 - b. Discussion/Action – Review Assessments & Potential Buyers
6. Street Department Report – Daron Friesen, Street Superintendent (33)
7. Electric Department
 - a. Discussion/Action – Electric Superintendent Position – 30 Day Review
 - b. Review – Electric Lineman Job Description (34-35)
 - c. Discussion/Action – Approve Job Description and Internal & External Postings
8. Active Living Committee
 - a. Discussion – Interest in Community Garden
9. City Attorney
10. City Administrator
 - a. Second Reading – Ordinance #2-21 Amending Flood Plain Ordinance (36)
 - b. Discussion/Action – Accessory Structures
 - c. Discussion – Seasonal & Part-Time Positions
11. Adjourn

*Check Detail Register©

Batch: 5-21edacks,6-3-21cks,6-3-21WH

June 7, 2021
mtg
CK# 24948 - 25007
726 E - 727 E

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 United Prairie 10100					
24948	05/17/21	CITY OF MOUNTAIN LAKE			
E 608-46330-402		Repairs/Maint- Ground	\$990.00		SNOW REMOVAL AT HERITAGE ESTATES
E 607-46330-402		Repairs/Maint- Ground	\$510.00		SNOW REMOVAL AT HERITAGE ESTATES
		Total	\$1,500.00		
24949	05/17/21	ETHAN CLERC			
E 205-46500-343		Busnes Recrut/Comm De	\$215.75	413	UPDATE PROMO VIDEOS-EDA
		Total	\$215.75		
24950	05/17/21	HANSON PLUMBING			
E 608-46330-401		Repairs/Maint Buildings	\$207.61		WORK AT 405 & 407
		Total	\$207.61		
24951	05/17/21	HEIMAN FIRE EQUIPMENT			
E 610-46330-434		Project Expense	\$400.00	38981	FIRE EXTINGUISHERS MIDWAY ESTATES
		Total	\$400.00		
24952	05/17/21	KDOM RADIO			
E 205-46500-343		Busnes Recrut/Comm De	\$454.41		ADVERTISIN
		Total	\$454.41		
24953	05/17/21	MOUNTAIN LAKE UTILITIES			
E 608-46330-380		Elec,Water,Sewer	\$17.70		HERITAGE DRIVE ST LITE
E 607-46330-380		Elec,Water,Sewer	\$9.12		HERITAGE DRIVE ST LITE
		Total	\$26.82		
24954	05/17/21	TAFT STETTINIUS & HOLLISTER			
E 610-46330-434		Project Expense	\$6,000.00	3659852	CONSTRUCTION CONTRACT FOR HOUSING DEVELOPMENT PROJECT
		Total	\$6,000.00		
24955	05/17/21	WILCON CONSTRUCTION SERV LLC			
E 610-46330-434		Project Expense	\$216,600.19		PAYMENT #7-MIDWAY ESTATES
		Total	\$216,600.19		
24966	06/03/21	AFLAC			
G 101-21713		AFLAC	\$230.62		
		Total	\$230.62		
24967	06/03/21	COMMISSIONER OF REVENUE			
G 101-21702		State Withholding	\$963.65		
		Total	\$963.65		
24968	06/03/21	FURTHER			
G 101-21714		HSA	\$769.23		
		Total	\$769.23		
24969	06/03/21	GISLASON & HUNTER			
G 101-21712		Garnishments	\$445.66		
		Total	\$445.66		

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Batch: 5-21edacks,6-3-21cks,6-3-21WH

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
24970	06/03/21	IRS-DEPT OF TREASURY			
G 101-21701		Federal Withholding	\$1,825.50		
G 101-21703		FICA Tax Withholding	\$2,912.50		
		Total	\$4,738.00		
24971	06/03/21	LAW ENFORCEMENT LABOR SERV			
G 101-21711		PD UNION DUES	\$190.50		
		Total	\$190.50		
24972	06/03/21	PERA			
G 101-21704		PERA	\$5,249.13		
		Total	\$5,249.13		
24973	06/03/21	VALIC			
G 101-21705		VALIC	\$63.00		
		Total	\$63.00		
24974	06/03/21	LEAGUE OF MINNESOTA CITIES			
E 101-00000-361		General Liability Ins	\$14,614.50		CITY LIABILITY INS
E 101-45200-363		Automotive Ins	\$255.00		PARKS VEHICLE INS
E 231-42154-363		Automotive Ins	\$865.00		AMB VEHICLE INS
E 221-42200-363		Automotive Ins	\$1,737.00		FIRE DEPT VEHICLE INS
E 101-43100-363		Automotive Ins	\$2,431.50		ST DEPT VEHICLE INS
E 101-00000-361		General Liability Ins	\$258.00		BONDS INS-CITY
E 101-43100-363		Automotive Ins	\$2,357.25		MOBILE PROPERTY INS-CITY
E 101-00000-361		General Liability Ins	\$5,689.00		EXCESS LIABILITY INS-CITY
E 101-42100-363		Automotive Ins	\$3,400.00		POLICE VEHICLE INS
E 211-45500-362		Property Ins	\$1,126.00		LIBRARY PROPERTY INS
E 235-46340-362		Property Ins	\$944.00		INS FULDA CREDIT BLDG
E 101-45186-362		Property Ins	\$1,384.00		COMM CTR PROP INS
E 221-42200-362		Property Ins	\$472.35		FIRE DEPT PROP INS
E 507-45150-360		Insurance (GL &PROP)	\$328.52		WEED HARVESTOR INS-LAKE COMM
E 608-46330-362		Property Ins	\$6,316.00		8-PLEX PROP INS
E 231-42154-362		Property Ins	\$232.65		AMBULANCE PROP INS
E 101-45200-362		Property Ins	\$3,791.00		PARKS PROP INS
E 101-43100-362		Property Ins	\$3,046.00		ST DEPT PROP INS
E 101-41400-362		Property Ins	\$3,023.00		CITY HALL PROP INS
E 607-46330-362		Property Ins	\$3,158.00		4-PLEX PROP INS
E 101-00000-361		General Liability Ins	\$3,104.50		UT-ELECT DEPT LIAB
E 101-00000-361		General Liability Ins	\$1,401.00		UT-VEHICLE INS-ELEC
E 101-00000-361		General Liability Ins	\$258.00		UT-BONDS INS
E 101-00000-361		General Liability Ins	\$239.41		UT-SEWER CAMERA MOBILE PROP INS-WATER
E 101-00000-361		General Liability Ins	\$5,260.00		UT-WATER DEPT PROP INS
E 101-00000-361		General Liability Ins	\$31,878.00		UT-ELECT DEPT PROP INS
E 101-00000-361		General Liability Ins	\$1,199.00		UT-WATER DEPT -GEN LIAB
E 609-46330-362		Property Ins	\$3,158.00		MASON MANOR PROP INS
E 101-45183-360		Insurance (GL &PROP)	\$903.00		INS BATHHOUSE AT CAMPGROUN
E 101-00000-361		General Liability Ins	\$909.00		UT-VEHICLE INS-WATER DEPT
E 221-42200-362		Property Ins	\$172.46		INS ON CASCADE SYSTEM-FD

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Batch: 5-21edacks,6-3-21cks,6-3-21WH

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 240-46500-360		Insurance (GL &PROP)	\$222.00		ML FITNESS BLDG INS
E 101-00000-361		General Liability Ins	\$265.20		UT-DIESEL GENERATOR W/W
E 320-47100-362		Property Ins	\$4,021.00		POPD KERNS BLDG INS
E 231-42154-362		Property Ins	\$134.70		ZOLL 12 LEAD MONITOR & DEFIB-AMB
E 231-42154-362		Property Ins	\$224.73		LUCAS-AMB
E 101-00000-361		General Liability Ins	\$263.00		UT-VEHICLE #3
E 101-45171-362		Property Ins	\$44.00		INS BLDG BY SKATING RINK
E 101-46200-362		Property Ins	\$10.00		BLDG AT CEMETERY
E 101-00000-361		General Liability Ins	\$4,110.00		MISC CITY
E 101-00000-361		General Liability Ins	\$1,907.00		SEWER BACKUP
E 608-46330-362		Property Ins	\$238.26		INS STORM SHELTER & STORAGE SHED- HERITAGE ESTATES 66%
E 607-46330-362		Property Ins	\$122.74		INS STORM SHELTER & STORAGE SHED- HERITAGE ESTATES 34%
E 221-42200-362		Property Ins	\$598.81		FD-SCBA
E 101-00000-361		General Liability Ins	\$189.92		UT-2019 DITCHWITCH & 2004 DITCHWITCH
E 101-00000-361		General Liability Ins	\$203.50		UT #19 PETERBUILT
E 610-46330-362		Property Ins	\$4,682.00		MIDWAY ESTATES PROP INS
		Total	\$121,148.00		
24975	06/03/21	ALPHA WIRELESS COMMUNICATIONS			
E 231-42154-323		Radio/Pager maintenance	\$203.50	11644	REPAIR M WARNER PAGER
		Total	\$203.50		
24976	06/03/21	SYNCHRONY BANK/AMAZON			
E 211-45500-590		Capital Outlay Books	\$105.37		LIBRARY BOOKS
E 211-45500-591		Periodicals	\$20.98		LIBRARY AV
E 211-45500-200		Office Supplies	\$19.38		LIBRARY OFFICE SUPPLIES
E 211-45500-434		Project Expense	\$48.72		LIBRARY-PROJECT EXP
		Total	\$194.45		
24977	06/03/21	ANDREW YSKER			
E 231-42154-404		Repairs/Maint Machinery/	\$95.10		BATTERY & CHARGER FOR AMB COT
		Total	\$95.10		
24978	06/03/21	BARCO MUNICIPAL PRODUCTS			
E 101-43100-215		Shop Supplies	\$303.63	IN-240306	SIGNS (BILLED LAKEVIEW GOSPEL)
		Total	\$303.63		
24979	06/03/21	CASEYS BUSINESS MASTERCARD			
E 101-42100-212		Motor Fuels	\$117.40		PD FUEL
E 231-42154-212		Motor Fuels	\$80.00	5/10/21	AMB FUEL
E 205-46500-430		Miscellaneous	\$14.11	5/17/21	EDA LUNCH
		Total	\$211.51		
24980	06/03/21	CITIZEN PUBLISHING CO.			
E 101-42100-433		Dues and Subscriptions	\$46.00		PD OBSERVER SUBSCRIPTION
		Total	\$46.00		
24981	06/03/21	COTTONWOOD SWCD			
E 101-45204-435		Tree Purchase	\$10,600.00		2021 TREE PLANTING-WELLHEAD PROTECTION

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Batch: 5-21edacks,6-3-21cks,6-3-21WH

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45204-435		Tree Purchase	\$400.00		2021 TREE PLANTING
		Total	\$11,000.00		
24982	06/03/21	DEAN MIKEL			
E 101-42100-300		Professional Svcs	\$1,577.50	21022	PD BACKGROUND
		Total	\$1,577.50		
24983	06/03/21	DEPARTMENT OF HUMAN SERVICE			
E 231-42154-430		Miscellaneous	\$1,047.00		2021 NON FEDERAL AMB SUPP PAYMENT
		Total	\$1,047.00		
24984	06/03/21	DIAMOND VOGEL PAINTS			
E 101-43121-224		Street Maint Materials	\$1,495.45	295200977	WHITE & YELLOW PAINT
		Total	\$1,495.45		
24985	06/03/21	DOUG BRISTOL			
E 101-42100-308		Training & Instruction	\$375.00	5/26/21	TAZER INSTRUCTOR TRAINING
		Total	\$375.00		
24986	06/03/21	FRONTIER COMMUNICATIONS			
E 101-41400-321		Telephone	\$246.64		CITY HALL PHONE 427-2999
E 101-42100-321		Telephone	\$243.94		POLICE DEPT PHONE 427-3403
E 101-43100-321		Telephone	\$79.31		ST DEPT PHONE 427-2997
E 101-45186-321		Telephone	\$57.36		SR CTR PHONE 427-2151
E 205-46500-321		Telephone	\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430		Miscellaneous	\$132.68		UT PHONE
E 101-43100-321		Telephone	\$44.48		ST DEPT-INTERNET
		Total	\$841.91		
24987	06/03/21	FRONTIER COMMUNICATIONS			
E 211-45500-321		Telephone	\$65.52		LIBRARY PHONE-507-427-2506
		Total	\$65.52		
24988	06/03/21	GDF ENTERPRISES, INC			
E 101-43100-580		Other Equipment	\$4,000.00	21209	2022 ALUM TRAILER
		Total	\$4,000.00		
24989	06/03/21	HERMEL WHOLESALE			
E 101-45200-430		Miscellaneous	\$287.89	877131	TP & TOLIET PAPER FOR PARKS
		Total	\$287.89		
24990	06/03/21	HOMETOWN SANITATION SERVICE			
E 101-43200-344		Property Cleanup	\$6,384.16	415456	2021 CITY WIDE CLEANUP
		Total	\$6,384.16		
24991	06/03/21	ILLINOIS LIBRARY ASSN			
E 211-45500-434		Project Expense	\$285.82		IREAD PURCHASE-LIBRARY
		Total	\$285.82		
24992	06/03/21	INDOFF INCORPORATED			
E 211-45500-200		Office Supplies	\$98.31	3469014	TONER CARTRIDGE FOR LIBRARY

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Batch: 5-21edacks,6-3-21cks,6-3-21WH

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$98.31		
24993	06/03/21	INDOFF INCORPORATED			
E 211-45500-200		Office Supplies	\$21.23	3471699	PENS FOR LIBRARY
Total			\$21.23		
24994	06/03/21	JANZEN FABRICATION			
E 221-42200-404		Repairs/Maint Machinery/	\$1,334.03	3246	FD-REMOVE RUSTED HYDRAULIC OIL TANK FOR RESCUE #17
E 507-45150-404		Repairs/Maint Machinery/	\$214.01	3255	LAKE COMM-REMOVE SAFETY CAGES OVER PADDLE WHEELS ON WEED CUTTER
Total			\$1,548.04		
24995	06/03/21	MAYNARDS FOOD CENTER			
E 101-43100-215		Shop Supplies	\$51.26	5/12/21	ST-CHARMIN & PAPER TOWELS
E 101-41400-200		Office Supplies	\$28.81	5/28/21	OFFICE-TP & SPRAY
E 101-41400-200		Office Supplies	\$7.66	5/28/21	OFFICE-DIAL SOAP
E 101-41400-200		Office Supplies	\$13.66	5/6/21	WINDEX & TP-OFFICE
Total			\$101.39		
24996	06/03/21	MINNESOTA ENERGY RESOURCES COR			
E 101-45186-383		Gas Utilities	\$123.61		COMM CTR GAS-ACCT#0504742031
E 211-45500-383		Gas Utilities	\$57.19		LIBRARY GAS-ACCT#0502593301
E 101-43100-383		Gas Utilities	\$211.75		STREET GARAGE GAS-ACCT#0503270939
E 231-42154-383		Gas Utilities	\$58.42		AMB PORTION OF FIREHALL GAS
E 221-42200-383		Gas Utilities	\$118.62		FIRE DEPT PORTION FIREHALL GAS
E 101-41400-383		Gas Utilities	\$117.18		CITY HALL GAS-ACCT#0505387558
Total			\$686.77		
24997	06/03/21	MINNESOTA LIFE INSURANCE CO			
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 (4)
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
E 101-46200-134		Employer Paid Life	\$1.02		JUNE LIFE INS-CEMETERY
E 205-46500-134		Employer Paid Life	\$3.40		JUNE LIFE INS-EDA ROB & TABITHA
G 101-21706		Hospitalization/Medical In	\$40.10		JUNE LIFE INS-ROBB ANDERSON
G 101-21706		Hospitalization/Medical In	\$17.30		JUNE LIFE INS-DARON FRIESEN
G 101-21706		Hospitalization/Medical In	\$20.00		JUNE LIFE INS-STEVE PETERS
Total			\$99.50		
24998	06/03/21	MINNESOTA WEST-CANBY			
E 221-42200-308		Training & Instruction	\$1,185.00	00262581	FD-SCBA MAZE TRAINING
Total			\$1,185.00		
24999	06/03/21	MOUNTAIN LAKE UTILITIES			
E 101-45200-380		Elec,Water,Sewer	\$103.56		LAWCON PARK LIGHT
E 101-41400-380		Elec,Water,Sewer	\$307.15		CITY HALL UT
E 101-45200-380		Elec,Water,Sewer	\$136.00		CITY PARK RESTROOMS UT

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45186-380		Elec,Water,Sewer	\$253.17		SR CTR UT
E 101-43100-380		Elec,Water,Sewer	\$227.34		ST DEPT UT
E 221-42200-380		Elec,Water,Sewer	\$128.20		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380		Elec,Water,Sewer	\$63.14		AMB PORTION OF FIREHALL UT
E 211-45500-380		Elec,Water,Sewer	\$320.67		LIBRARY UT
E 101-45183-380		Elec,Water,Sewer	\$5.67		UT AT CAMPGROUND
E 101-45200-380		Elec,Water,Sewer	\$24.43		UT AT CITY PARK SHELTERHOUSE
E 101-45171-380		Elec,Water,Sewer	\$64.91		UT AT SKATING RINK
		Total	\$1,634.24		
25000	06/03/21	MOUNTAIN LAKE UTILITIES			
E 101-43160-381		Electric Utilities	\$3,279.22		APRIL STREET LIGHTING
		Total	\$3,279.22		
25001	06/03/21	POWWOW ROAD RACES			
E 101-45100-306		Management Fees	\$300.00		2021 DONATION
		Total	\$300.00		
25002	06/03/21	PRAXAIR DISTRIBUTION INC.			
E 231-42154-210		Operating Supplies	\$409.63	63522887	OXYGEN FOR AMB
E 231-42154-210		Operating Supplies	\$262.12	63733015	OXYGEN FOR AMBULANCE
		Total	\$671.75		
25003	06/03/21	ST CROIX RECREATION FUN PLAYGR			
E 101-45200-402		Repairs/Maint- Ground	\$2,750.00	20853	WOODFIBER FOR PARKS
		Total	\$2,750.00		
25004	06/03/21	THIRD AVENUE AUTO PARTS			
E 101-42100-406		Vehicle Maint/Gen Repair	(\$9.52)		CREDIT
E 507-45150-404		Repairs/Maint Machinery/	\$112.99	S186364	12V HIGH PERF AUTOLINE
E 101-42100-406		Vehicle Maint/Gen Repair	\$12.18	S186364	PD-GAL CAR WASH
		Total	\$115.65		
25005	06/03/21	TITAN PRO SCI INC			
E 101-45200-402		Repairs/Maint- Ground	\$398.87	308096	24D & BUCCANEER-PARKS & CEMETERY
E 101-46200-402		Repairs/Maint- Ground	\$398.87	308096	24D & BUCCANEER-PARKS & CEMETERY
		Total	\$797.74		
25006	06/03/21	VERIZON WIRELESS			
E 101-42100-321		Telephone	\$41.76		PD PHONE #1
E 101-42100-321		Telephone	\$41.76		PD PHONE #2
E 231-42154-321		Telephone	\$46.76		AMB PHONE
E 101-42100-321		Telephone	\$35.05		PD TABLET #1
E 101-42100-321		Telephone	\$35.01		PD TABLET #2
		Total	\$200.34		
25007	06/03/21	WILLIAM POHLMAN			
E 101-42100-205		Uniforms	\$129.27	5-22-21	GUN LIGHT-UNIFORM ALLOWANCE
		Total	\$129.27		
10100	United Prairie 10100		\$401,235.46		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary**10100 United Prairie 10100**

101 GENERAL FUND	\$140,618.04
205 ECONOMIC DEVELOPMENT AUTHORITY	\$725.17
211 LIBRARY FUND	\$2,170.89
221 FIRE DEPT FUND	\$5,746.47
231 AMBULANCE FUND	\$3,722.75
235 SW HOUSING GRANT	\$944.00
240 PROTIENT--DTED LOAN	\$222.00
320 2020A--303- 341- 361	\$4,021.00
507 LAKE COMMISSION FUND	\$655.52
607 EDA----4 PLEX FUND	\$3,799.86
608 EDA----8 PLEX FUND	\$7,769.57
609 EDA-- MASON MANOR	\$3,158.00
610 EDA-MIDWAY ESTATES	\$227,682.19
	<u>\$401,235.46</u>

726 e 05/31/21**UNITED PRAIRIE BANK**

E 101-41400-301	Auditing and Acct g Servic	\$35.00
E 101-41400-301	Auditing and Acct g Servic	\$0.50
	Total	<u>\$35.50</u>

ACH FEE
ACH SAME DAY ENTRY**727 e** 06/02/21**TREASURER STATE OF MINNESOTA**

E 101-42100-433	Dues and Subscriptions	\$91.50
	Total	<u>\$91.50</u>

BEN MCHENRY POST LICENSE

10100 United Prairie 10100 \$4,142.39

Economic Development Authority
Monday, April 19, 2021
12:00 Noon
Council Chambers

PRESENT: Jerry Haberman, Vern Peterson, Mike Nelson, Tim Swoboda, Steve Syverson, and Chuck Stevensen. Clara Johnson and Chad Eken, Advisors.

ABSENT: Darla Kruser

STAFF: Rob Anderson and Michael Schulte, City Administrator

GUESTS: Adam and Karina Bryant

1. CALL TO ORDER: President Haberman called the meeting to order at 12:01 p.m.

2. Motion to Approve Consent Agenda

Consent Agenda:

- a. Approval of March 15, 2021 Regular Meeting Minutes.
- b. Approval of Financial Reports and Bills. Motion made and seconded by Mike and Vern to approve the Consent Agenda as presented. Carried.

3. SCDP Request from Hall's Handy Heating and Cooling, LLC. Teri Hall was unable to attend the meeting today, tabled until the May 17th EDA board meeting.

4. SCDP Request from Adam and Karina Bryant, Renovation of the Old Bank Building on Corner of 3rd Avenue and 10th Street. Adam Bryant gave a PowerPoint presentation on their project to restore the old bank building for their new business called The Botanist, LLC. The Botanist, LLC will be a bar and lounge featuring high end cocktail/coffee drinks, "mocktails" (non-alcoholic drinks), malts, and other beverages. Classes will be offered to the public on a variety of topics. Advertising will be done through social media, word of mouth, and traditional media. Karina purchased the property on April 9th. Plans are to remodel the building including upstairs apartment (which may later be the Bryant's home), and open in time for Pow Wow middle of June. Adam plans to do as much of the remodeling work himself. Total project cost for renovations is \$37,277.89. 1/3 of the project is EDA 2% rehab loan of \$12,425.96, 1/3 of the project is forgivable loan of \$12,425.96, and of the remaining 1/3 equity contribution, \$10,350 will be sweat equity and \$2,075.96 will be cash. Steve asked if there is a mortgage on the property. Adam replied that yes, there is a mortgage. The Bryant's were excused from the meeting. Motion made seconded by Mike and Chuck to approve the SCDP request. Rob suggested that in addition to the mortgage and repayment agreement, the EDA require a building permit be obtained as soon as possible, and require a personal guarantee from the Bryant's. Carried.

5. Update on Krienke Foods International, Inc. Rob informed board members that the agreed upon April 8th payment of \$20,000 from Caleb was not made. Rob requested city attorney Maryellen Suhrhoff send the Notice of Default to Caleb. The letter was sent on April 12th but had the wrong postal address and was returned to Maryellen's office. A new letter with the Pop'd Kerns mailing address was sent on Monday and the 30 days to cure the default will begin April 22nd. Rob has talked to Caleb and Caleb assures the EDA that payment in full will be made within the 30 days.

6. Harder Property. Motion was made and seconded by Mike and Vern to offer \$90,000 for the Harder property. Carried. Rob will contact the realtor and make the offer.

7. Jenny's Subdivision Lots 2 and 3 for Potential Fire/Ambulance Hall Location. Michael Schulte gave an update on the project. The building committee will meet next week to discuss project details including hiring a project architect, building space needs, design, and lot size requirements. After this meeting more will be known about the project and specific request to the EDA can be made at a future EDA board meeting. Steve stated that the EDA is on record as willing to work with the city and committee and will not require an exorbitant dollar amount for the land. Tabled until the May or later meeting.

8. Lakeview Estates Lot Listing Contract. Current Lot Listing Contract with Hanson Agency Expires on 4/21/2021. Rob stated that the city rotates services on an annual basis with providers in town for services like insurance and banking. Mike stated that currently Zillow has very little information on the lots and if selected, Dana Kass, Exit Realty, should be asked to update info and provide more information. Motion made and seconded by Steve and Mike to contract Lakeview lots for sale with Dana Kass, Exit Realty for a flat fee of \$1,000 per lot sold. Carried.

Discussed status of Krystall Kapital twin home construction on Block 1, Lots 3, 4, and 5 at Lakeview Estates. Rob will contact Bob Machacek to see if they plan to start construction this spring.

9. Midway Estates:

- a. Construction Progress. Rob reported that construction is on schedule for tenant move-in June 1st.
- b. Budget Update. Rob handed out the updated budget that reflects blinds purchase. The only anticipated remaining expense is for installation of the mailboxes and blinds. Advertising is being paid from EDA Operating.
- c. Lease Prospects/Advertising. Rob reported that one lease has been signed and we anticipate another prospect will sign a lease in the next couple weeks for the double car garage units. No single car garage units have been rented. Rob suggested that when the units are done we host an Open House for the public to view the properties. This should help generate interest.
- d. Tour of Single Garage Units Following Meeting.
- e. Other. Nothing currently.

10. Mountain Lake Commercial Park:

- a. Internet/Data Infrastructure. Nothing new to report.
- b. Update City/Commercial Park Video. Mike reported that Ethan Clerc is available to update the City/Commercial Park video. Motion made and seconded by Steve and Vern to update the video for a fee not to exceed \$500. Carried.

11. GENERAL DISCUSSION:

- a. Interfund Loan Resolution for 212 10th Street, Recommend Doing Later this Year. Rob explained with today's SCDP funding requests and future housing rehab grant local match requirement, it would be best to wait until later this year when we know more about where the fund balance is at for the Interfund Loan Resolution.
- b. Next Regular Board Meeting is May 17, 2021.
- c. Other Business. Rob reported that the Chamber of Commerce and KDOM are working on organizing a Virtual Job Fair on KDOM. All agreed that this is a good idea, and the EDA will help support the effort financially.

12. ADJOURN. President Haberman adjourned the meeting at 1:27 p.m.

Mountain Lake Municipal Utilities Commission Meeting
Mountain Lake City Hall
Thursday, May 13, 2021
7 AM

Members On-Call: Mark Langland, Sue Garloff, Todd Johnson, Council Liaison Dean Janzen, David Savage, Brian Janzen

Members Absent: None

Staff On-Call: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office Manager; Jill Falk, Assistant Utilities Office Manager; David Watkins, Electric Superintendent; Lane Anderson, Electric Lineman; Taylor Nesmoe, Water/Wastewater Foreman; Scott Pankratz, Water/Wastewater Operator

Others Present: None

Call to Order

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

Brian Janzen was welcomed as a new commissioner.

Approval of Agenda, Minutes, and Bills

The city administrator gave an update on check numbers that it should state #20789 (void) 20790 – 20852. Motion by Garloff, seconded by Johnson, to approve the agenda, the April 22 Minutes, and Bills #20789 (void) 20790 - 20852. Motion carried 5 – 0.

Electric Department

Dave Watkins provided an update on the #4 Fairbank Engine. Farabee Mechanical Inc visited the power plant again to review the engine and provided a higher quote of \$276,031 to make all repairs, replacement of parts, and all other items to fix what they believe will return it to running condition. Dave noted that they still have not found the leak which means the price could still increase but Farabee believes what they quoted will be all that is needed. The engine is the biggest engine in the power plant and was installed in the 1950s. The Fairbanks engine is designed to run 24/7 and not as easily off/on as a CAT engine. Watkins has discussed various options with Alex Martin of CMPAS of replacing versus fixing along with the other infrastructure tied to the various engines. Buying a new replacement engine would be a \$2 million expense. Martin stated that a used CAT engine is a possibility with a 2-year warranty for around \$200,000. Installation and removal costs would be anywhere from \$300,000 - \$800,000.

Emails from CMPAS staff to discuss capacity and financial impacts were discussed. The Planning Reserve Margin Requirement for Mountain Lake is 5.1MW. With 2MW removed from the Fairbanks engine and the other engine and capacity with WAPA, NC2, and WPPI, the total MW available is 8.0385, a surplus of 2.9MW. 2MW a year with the MISO Auction Value is projected to be around \$3,500/year with a CMPAS staff prediction of a slow upward trend in value. With more initiatives for carbon-free energy and its effects on the grid, it is difficult to predict the MISO auction value into the future. Watkins stated there is also the possibility of having an outside generator near the new substation. Watkins requested if 1-2 commissioners would want to meet with Alex Martin at the power plant in the next 2 weeks to review options and review the infrastructure at the power plant. Savage and Langland volunteered. Direction was given to gather more information and review the options at the next meeting. Watkins asked the commission if he can hire a contractor to replace the wire that was purchased for one of the feeders. Direction was given to hire and have the wire replaced.

Water/Wastewater Department

Nesmoe asked the commission if new lights can be replaced in the office at the water plant. Direction was given to replace the four fixtures in the office. Nesmoe asked if the department could purchase a sprayer to spray at the water plant, wells, and other small areas. Currently the department borrows the street department's sprayer but it is often too wide in some areas and their department typically sprays at the same time they need to. A sprayer for \$500 was estimated. Direction was given to purchase a sprayer that fits the needs of the department. The ponds project is up and starting again. Liner installation for the west pond is expected to start next Tuesday. The MPCA wants to fill the ponds to a certain amount to do water balance testing but the creek is lower than it was last year and may not have enough flow to fill to its needed level. Nesmoe and Watkins stated it may be time to purchase two newer pick-up trucks. More research will be done.

Power Sales Agreement Between CMMPA and City of Mountain Lake

A power sales agreement between CMMPA and the City for a purchase of wind energy was presented and explained by the administrator. The agreement would be in effect until April 7, 2041 and would provide 0.7MW of wind from Midwest Power Partners, commonly known as the Wolf Wind facility. 7 other CMMPA members will be allocated a share of the total contract. The terms and the amount were approved at a previous Utilities Commission meeting and now the resolution and agreement are to create legal standing and documentation. The presented resolution approves the agreement in which the City Council will do the same. Motion by Savage, seconded by Garloff, to approve Resolution U-1-21. Motion carried 5- 0.

RECs

RECs and emails from CMPAS staff explaining RECs were briefly discussed by the administrator.

Adjourn

The meeting was adjourned at 7:48 a.m.

Approved May 26, 2021

ATTEST:

Michael Schulte, Administrator/Clerk

**City of Mountain Lake
Regular City Council Meeting
Mountain Lake City Hall – 930 Third Ave
Monday, May 17, 2021
6:30 p.m.**

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

Members Absent: None

City Staff Present: Michael Schulte, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney; Andrew Kinnetz, Police Officer; Rob Anderson, Community Development Director; Tabitha Garloff, Community Development Assistant

Others Present: Sue Garloff, Mitch Schroeder, Erica Schroeder, Dave Fjeld, Observer/Advocate

Call to Order

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

Approval of Agenda & Consent Agenda

Motion by Kass, seconded by Kruser, to add 2.J – Accept Resignation of Mark Pankratz, City Hall & Community Center Custodian, effective May 30, 2021 to the consent agenda and add 9.D – Discussion/Action – Custodian Position to the agenda. Motion carried 5 – 0. Motion by Kruser, seconded by Kass, to approve the consent agenda and agenda as amended. Motion carried 5 – 0.

Bills: Checks #24902 – 24947, 723E – 725E

Payroll: Checks #65984 – 66013

Approve October 19 Planning & Zoning Commission Minutes

Approve March 30 Police Commission Minutes

Approve April 12 Lake Commission Minutes

Approve April 13 Library Board Minutes, March Expenditures, & March Library Report

Approve April 26 Board of Appeal & Equalization Minutes

Approve May 3 City Council Minutes

Approve Rachel Simon to the Library Board effective May 17, 2021

Accept Resignation of Mark Pankratz, City Hall & Community Center Custodian, effective May 30, 2021

Public

No one spoke during this portion of the meeting.

City of Mountain Lake Proclamation – Peterson Pharmacy & Gifts Appreciation Day

Mayor Nelson read a proclamation declaring May 21, 2021 “Peterson Pharmacy & Gifts Appreciation Day” and presented a framed proclamation to Erica Schroeder. Peterson Pharmacy & Gifts provided over 2,000 vaccines during the pandemic. The Council thanked her and her staff for the work they have done during the pandemic and encouraged everyone to visit their business from 9am – 1pm on Friday, May 21st.

Power Sales Agreement Between CMMPA and City of Mountain Lake

A power sales agreement between CMMPA and the City for a purchase of wind energy was presented and explained by the administrator. The agreement would be in effect until April 7, 2041 and would provide 0.7MW of wind from Midwest Power Partners, commonly known as the Wolf Wind facility. 7 other CMMPA members will be allocated a share of the total contract. A resolution and the agreement were approved at the last Utilities Commission meeting. A city attorney opinion of the legality of the agreement was reviewed.

Resolution #10-21 Approving Power Sales Agreement Between CMMPA and City of Mountain Lake

The resolution approves the sales agreement. Motion by Kruser, seconded by Janzen, to approve Resolution #10-21. Motion carried 5 – 0.

Fire/Ambulance Contracts with Surrounding Townships

The cost for each township was presented in the packet. No changes were made from last year’s contracts and the contracts are annually reviewed. Motion by Kass, seconded by Ysker, to approve the presented contracts. Motion carried 5 – 0.

Resolution #11-21 – Unpaid Fire Charge Invoice – 22.610.0930

An invoice for \$900 remains unpaid in which a letter was sent to the property owner notifying them of the unpaid amount and that the amount would be considered by the Council at tonight’s meeting if not paid. Motion by Ysker, seconded by Janzen, to approve Resolution #11-21. Motion carried 5 – 0.

City Hall Renovation Project

The administrator presented floor plans, project notes, and a draft construction contract that were all submitted by Architect Marquis X Erickson. The floor plan creates a small utility office that extends into the lobby with a private space for customers to pay their bills, adds 2 service windows to the lobby with a privacy divider, adds more counters, desks, and cabinets, rearranges desks in the middle office area, adds new lighting and carpet, among other items. The plan gives customers privacy, allows staff to work 1 on 1 with residents with better service windows, utilizes space for better storage, and rearranges items to make the space more effective and efficient. Depending on final costs, the council can determine which funds can contribute to the

costs of the project. Motion by Kruser, seconded by Janzen, to direct the administrator to work with the architect on setting an advertising for bids and opening of bids schedule, pay the architectural fee for arrangement of plans and bids, and proceed with the project planning. Motion carried 5 – 0.

City Attorney

The city attorney provided updates on various public nuisances with junk vehicles and items.

Pow Wow Road Race & Fitness Walk

Paul Metcalf, Co-Chairman of the Pow Wow Road Race and Fitness Walk, sent a letter requesting the City Council to donate \$300 towards the race. This has been an annual request in which the city has approved in previous years. Motion by Kass, seconded by Ysker, to approve the \$300 contribution to Pow Wow Road Race and Fitness Walk. Voting aye: Kruser, Ysker, Janzen, Kass. Voting nay: None. Abstain: Nelson. Motion carried 4 – 0.

Weed Harvester Operator Position

As of last Monday's Lake Commission meeting, there were no applicants for the Weed Harvester Operator position. The Lake Commission approved a motion to recommend to the City Council to raise the hourly wage for the position to \$18/hour otherwise if there were no applicants the program would not operate this year. There was one applicant who applied after the Lake Commission meeting. Discussion ensued on part-time/seasonal wages. The funds for this position are funded from an aquatic invasive species grant through the county each year. Funds are given for the operation of the harvester and for a reserve to replace the harvester in the future. Operation funds granted have not exceeded the amount allocated the last few years in which the unused operation funds stay in the weed harvester fund. Motion by Ysker, seconded by Janzen, to raise the hourly wage for the Weed Harvester Operator position to \$18/hour. Motion carried 5 – 0.

Ordinance #2-21 Amending Flood Plain Ordinance

The ordinance updates the section of which the ordinance references which maps are used to determine the flood plain and surrounding areas. The maps were recently updated and FEMA and the DNR have told the city the ordinance must be updated by September. The ordinance was read for the first time.

City Hall & Community Center Custodian Position

The position will be vacant on May 31st. Motion by Kass, seconded by Kruser, to advertise and fill the position. Motion carried 5 – 0.

Adjourn

The meeting was adjourned at 7:38 p.m.

ATTEST:

Michael Schulte, Administrator/Clerk

RESOLUTION #12-21
RESOLUTION ACCEPTING DONATION TO THE CITY/UTILITY.
City of Mountain Lake, MN

WHEREAS, the City of Mountain Lake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amount set forth below to the city to be used for delinquent utility bills:

<u>Name of Donor</u>	<u>Amount</u>
Anonymous Donor	\$1,000

WHEREAS, such donation has been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

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

1. The donation described above is accepted and shall be used for delinquent utility bills.
2. The Mountain Lake City Council thanks the donor for their gift towards the Utility.

Passed by the City Council of Mountain Lake, Minnesota this 7th day of June, 2021.

Mayor Mike Nelson

Attest:

Michael Schulte, City Administrator/Clerk



Mountain Lake Area Foundation

An Affiliate of Southwest Initiative Foundation

GRANT APPLICATION

Grant # FY _____

Applicant Information

Name of Organization/Grantee	City of Mountain Lake on behalf of the Mt. Lake Chamber of Commerce
Federal Tax Exempt ID# We MUST have this number. If you, the applicant, are not a 501(c)(3) organization, a unit of government or a public agency, this number should be the number of a "fiscal sponsor." What is a fiscal sponsor? See page 2 for more information.	Tax ID # 41-6005401 <input type="checkbox"/> We are a 501(c)(3), a unit of government or a public agency <input checked="" type="checkbox"/> We are using a fiscal sponsor (see page 2)
Contact Name	Michael Schulte
Title	City Administrator
Mailing Address	930 Third Avenue PO Box C
City, State ZIP	Mountain Lake, MN 56159
Phone and Fax	Phone: (507)427-2999 Fax: (507)427-3327
Email	mschulte@mountainlakemn.com
Website	www.mountainlakemn.com

Tax Status (please select appropriate type)

<input type="checkbox"/>	501(c)(3) Public Charity	<input type="checkbox"/>	Public Agency
<input checked="" type="checkbox"/>	Unit of Government	<input type="checkbox"/>	Other (please describe and attach appropriate documentation)

Complete the Fiscal Sponsor Information only if you, the applicant, are not a 501(c)(3) public charity, a unit of government or a public agency.

Due to IRS regulations, your application will require a "fiscal sponsor" partnership. A fiscal sponsor is a non-profit entity (i.e. a 501(c)(3) public charity, a unit of government or a public agency) that accepts responsibility for the project/activities of an organization that does not have tax-exempt status, but whose project clearly demonstrates a public benefit.

You, the applicant, are responsible for understanding fiscal sponsorship and securing your local fiscal sponsor prior to application to the community foundation. If your project or idea will result in a tangible asset and/or capital improvement, the entity that ultimately owns (or will own) that tangible asset needs to be your fiscal sponsor. For example, the City would need to be the fiscal sponsor for a grant related to new playground equipment located in a city-owned park.

Fiscal Sponsor Information (if applicable)

Name of Organization	
Federal Tax ID # (required)	
Mailing Address	
City, State ZIP	
Website	
Contact Name with this Organization	
Contact Title	
Contact Phone	
Contact Email	
Signature	

Proposal Information

Project Title	Pow Wow Community Celebration		
Project Start Date	June 18, 2021	Project End Date	June 22, 2021
Provide a brief summary of the request (150 words or less): Mountain Lake's community celebration called Pow Wow and his held the third Monday and Tuesday of the month of June. This year we will be celebrating our 86th Pow Wow. Pow Wow is a celebration of family and friends centered around family friendly activities with food, sporting events, commercial stands, and a Midway.			
Counties served by this project: Cottonwood and surrounding counties			
Indicate the projected number to be served by your project:			
2,000	People	5	Agencies
125	Businesses	1	Communities
Amount Requested: \$ 545		Total Project Cost: \$ 25	

Proposal Narrative

Provide a brief narrative that addresses each of the following points. Submit one original and one copy of your proposal. This narrative should include the following:

1. **Organizational History:** Briefly describe your organization. Attach a copy of your IRS Determination Letter or documentation from your fiscal sponsor as outlined on page 2.

Located in southwestern Minnesota, along the vital Highway 60 corridor that links Minneapolis/St. Paul to Sioux Falls and Omaha, Mountain Lake has a population of 2104 and serves eastern Cottonwood and western Watonwan Counties. The first settler, William Mason, arrived in the area in 1865 followed by the Sioux City and St. Paul Railroad (now the Union Pacific) in 1871. The area settled rapidly with the arrival of nearly 1,800 Russian Mennonite immigrants from 1873-1880. The town was not officially incorporated until 1886. By that time Mountain Lake was a thriving village and a center for homes, business, education, commerce and service. And that remains true today.

Today Mountain Lake enjoys a strong sense of its past while looking to its future. The historical Heritage Village, on the city's southeastern edge, remembers the challenges German and Russian immigrants faced as they built new lives. The descendants of those nineteenth century immigrants enjoy a culturally diverse community with the recent addition of Mountain Lake's newest immigrants, the Laotian, Hispanic and Hmong. The community continues to reflect the agricultural base on which it was founded.

Mountain Lake also enjoys a growing industrial base. A business/manufacturing subdivision with utilities was annexed and platted in early 2002. The site, with direct access to Hwy 60, is poised to provide economic development and job growth into the 21st century for the inhabitants of Mountain Lake. Two strong schools (public and private), a lake with public access, park and walking trail, golf course, medical center, excellent public library, low crime rate, a variety of senior housing options, employment opportunities and a full service downtown will make you want to call Mountain Lake home!

2. **Program Goals:** What do you hope to accomplish through the project? What is the focus?

Pow Wow is a family friendly community celebration organized by the Mountain Lake Chamber of Commerce. Our goal is to create an environment where people can enjoy a festive atmosphere, and perhaps come back to their hometown to reconnect with old friends or relatives. From June 18th to June 22nd the community park in downtown Mountain Lake will be transformed into a fun environment with food and commercial stands, petting zoo, entertainment, and a Midway. The highlight of Pow Wow is the annual grande parade Monday evening of Pow Wow that runs the length of Third Avenue from Mountain Lake Automotive to the old Casey's store. This year due to COVID, we will have a smaller celebration than usual, but most of the regular attractions, food vendors, and Midway will be present. All events are free and open to the public. We hope that you will plan to join us for Pow Wow 2021!

3. Methods: How are you going to accomplish the goals? What combination of activities and strategies have you selected to bring about the desired results? Why did you select this approach?


The Chamber of Commerce relies on the help of many volunteers to put on various Pow Wow events and activities. The Chamber of Commerce has a "Pow Wow Committee" that begins work planning for the celebration early in the year. The annual cost to put on Pow Wow is over \$25,000. Many local businesses donate money to the Chamber for Pow Wow. Additionally, funds are raised by an agreement to sell Midway ride tickets, a raffle drawing, and fees paid to the Chamber by vendors. Grants help to offset potential operating shortfalls that can happen due to issues such as low attendance or bad weather. This has been a successful operating approach for many years.

4. Evaluation: How will you measure your results/impact?

The Chamber Pow Wow Committee will hold a wrap-up meeting after the bills have been paid following each festival. Income/expenses and overall event activities are reviewed. The information is then shared with the full Chamber of Commerce Board of Directors. Evaluation success is measured by overall participation, donations, income from events vs. expenses. If changes to financial management need to be made, the Chamber Board of Directors will take action to implement those changes for the following year's event.

5. **Budget:** Please complete the attached budget on page 6 of this grant application. In addition, you may wish to provide a budget narrative, detailing the items on the budget page (i.e. a consultant hired for 200 hours at \$75/hour).

Budget	
*A. How much will your total project cost?	\$ 25,000.00
*B. How much are you requesting from the Community Foundation?	\$ 545.00
*C. Describe how the money from the community foundation (in Item B) would be used.	Pow Wow expenses may include sound system, kid's tractor pedal pull, parade marching bands and other parade expenses, petting zoo(s) etc.
*D. How much have or will you receive from others?	\$ 24,455.00
*E. Describe how the money from others (in Item D) would be used.	Pow Wow expenses may include sound system, kid's tractor pedal pull, parade marching bands and other parade expenses, petting zoo(s), etc.
F. How many hours do you estimate that people will spend working on this project?	250.00
F. List any "in-kind" contributions (in-kind contributions are gifts of goods/services instead of cash)	All Pow Wow committee members are unpaid. Countless volunteers contribute in-kind labor providing coordination for the parade, workers for various booths including Pow Wow Pups, Public School and Christian School Hamberger Stands to name a few.

Authorization	
<p><i>I certify that the information contained in this grant application is true and correct to the best of my knowledge. I have the authority to apply for the dollars requested.</i></p>	
Name of top paid staff or board chair: <u>Michael Schulte</u>	Title: <u>City Administrator</u>
Signature: <u></u>	Date: <u>5-24-21</u>

Submit your Completed Application to:
<p>Mountain Lake Area Foundation PO Box 123 Mountain Lake, MN 56159</p>



COTTONWOOD COUNTY
AQUATIC INVASIVE SPECIES GRANT

APPLICATION

Please Return Completed
Application to:

Cottonwood County P&Z

339 9th Street.

Windom, MN 56101

NAME OF ORGANIZATION: City of Mountain Lake - Lake Commission
NAME OF CONTACT: Michael Schulte, City Administrator-Clerk; Jason Kinzer, Chair; Dave Bucklin
ADDRESS: 930 Third Ave Drawer C, Mountain Lake, MN 56159
PHONE: City Hall (507) 427-2999 ext 1 TAX STATUS: Municipal Government COMMISSIONER

PROPOSAL INFORMATION

PROJECT TITLE: Curly-leaf Pondweed Removal + Invasive Species Weed Harvester

PROJECT START DATE: April 1, 2021

PROJECT END DATE: August 30, 2021

PROJECT DESCRIPTION: The funds will be used to maintain, operate & fund a replacement reserve for the City's mechanical weed harvester. The harvester will remove weeds from approximately 100 acres of the lake during April, May, & June and in limited areas of the lake during the rest of the summer, as permitted by the City's Invasive Aquatic Plant Management. Permit issued by the DNR

PROJECT GOALS (Objectives and Means of Measurement): The goal of the project is to reduce pondweed. The short-term goal is to increase recreational use of the lake by reducing the weed. The long-term goal is to increase & protect aquatic native plants. These goals require funds to cover operational costs, and funds for the eventual purchase of a new or newer harvester.

WATERBODY IMPACTED: Mountain Lake #17000300

OTHER ORGANIZATIONS COLLABORATING: Lake Commission & City of Mountain Lake Street Department

BUDGET

TOTAL COST OF THE PROJECT: \$15,000 - Harvester Replacement Fund \$5,000 for operation fund

AMOUNT REQUESTED: \$20,000

OTHER CONTRIBUTIONS: The Lake Commission oversees the program. The Street Department makes in-kind contributions of staff time & city equipment to put the harvester in and out of the lake, removal of harvested weeds from the shore and other miscellaneous items. A combination of paid, volunteer, community members & Lake Com. members
HOW WILL GRANT CONTRIBUTIONS BE SPENT: \$5,000 will be used to operate the harvester & pay the operators. \$15,000 will be placed in the harvester replacement reserve. operate the harvester

TOTAL HOURS SPENT ON PROJECT: 200 hours, paid, in-kind volunteer

AUTHORIZATION

I hereby certify that the information contained in this grant application to be true and correct to the best of my knowledge. I have the authority to apply for the funds requested.

Name and title of Applicant: City of Mountain Lake - Lake Commission

Signature of Applicant: Michael Shultz as per council

Date: 1/1/11

If applicant needs more space to fill out the application, please attach another sheet of paper stapled to the upper left hand corner of the page. Please return to the Cottonwood County Planning and Zoning at 339 9th Street, Windom, MN 56101. Please Call 507-831-1153 with any questions.

6-1-21

To: Fire Dept / City of Mountain Lake

I have been honored to serve the Mountain Lake Fire Dept for the last 20 years. Serving the community in this aspect has allowed me to serve all community members. Serving Mountain Lake has been very rewarding!

I would like to thank Mountain Lake Fire Dept, the City of Mountain Lake, the City Council @ Mayor Mike Nelson. I have gained many friends while serving. It was an honor to serve on a Dept that knows how to get the job done! I encourage others to serve the Mountain Lake Fire Dept.

Thank You

Daron Friesen



Agenda Information Support Sheet

To: Mayor & Councilmembers

Council Meeting: June 7, 2021

Agenda Item: 2.L

Submitted By: Michael Schulte, City Administrator

The Botanist LLC is applying for a new liquor license at their location, 302 North 10th Street. The license is an on-sale license. All new or renewal of licenses must be approved by the City Council contingent upon completion of all necessary paperwork and fees.

Michael Schulte

From: Carly Pohlman <Carly.Pohlman@co.cottonwood.mn.us>
Sent: Wednesday, May 26, 2021 4:34 PM
To: Michael Schulte
Subject: Tax Forfeiture Properties

Here are the pending assessments:

22-350-0030: Mowing: \$3450.00 and Street Repair: \$1200.00

22-443-0140: 2012-2013 Infrastructure \$8489.63, Demo \$688.70, Unpaid Utility 2015 \$147.12 and Unpaid Utility 2016 \$147.12

22-445-0050: 2006 Street & Utility \$2647.00

22-445-0060: Street & Utility \$5669.61

That is what I have for our records let me know if you need anything else.

Carly Pohlman

Deputy Auditor/Treasurer

900 3rd Ave Windom, MN 56101

Carly.Pohlman@co.cottonwood.mn.us

507-831-1342

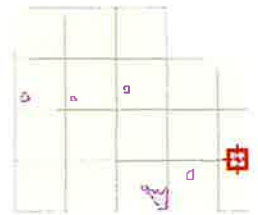


Beacon™

Cottonwood County, MN



Overview



Legend

- Corporate Limits
- Political Township
- Parcels

Parcel ID 224450050
 Sec/Twp/Rng 0-0-0
 Property Address 701 7TH ST
 56159

Alternate ID n/a
 Class TAX FORFEITED PROP.
 Acreage n/a

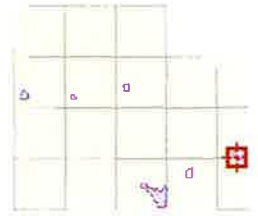
Owner Address STATE OF MINNESOTA (T F)

District n/a
 Brief Tax Description n/a

(Note: Not to be used on legal documents)

Date created: 6/2/2021
 Last Data Uploaded: 6/1/2021 7:20:13 PM

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**Overview****Legend**

-  Corporate Limits
-  Political Township
-  Parcels

Parcel ID 224450060
Sec/Twp/Rng 0-0-0
Property Address 800 1ST AVE S
56159

Alternate ID n/a
Class TAX FORFEITED PROP.
Acreage n/a

Owner Address STATE OF MINNESOTA (T F)

District n/a
Brief Tax Description n/a

(Note: Not to be used on legal documents)

Date created: 6/2/2021
Last Data Uploaded: 6/1/2021 7:20:13 PM

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Overview



Legend

- Corporate Limits
- Political Township
- Parcels

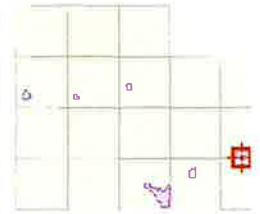
Parcel ID	224430140	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA (TF)
Sec/Twp/Rng	0-0-0	Class	TAX FORFEITED PROP.		
Property Address	826 10TH ST N 56159	Acreage	0.09		
District	n/a				
Brief Tax Description	N79' OF W200' (Note: Not to be used on legal documents)				

Date created: 6/2/2021
Last Data Uploaded: 6/1/2021 7:20:13 PM

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Overview



Legend

- Corporate Limits
- Political Township
- Parcels

Parcel ID	223500030	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA (T F)
Sec/Twp/Rng	0-0-0	Class	TAX FORFEITED PROP.		
Property Address	1003 BOXELDER ST 56159	Acreage	n/a		
District	n/a				
Brief Tax Description	TR ON W END				
	(Note: Not to be used on legal documents)				

Date created: 6/2/2021
Last Data Uploaded: 6/1/2021 7:20:13 PM

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MAY Street Dept

- GAP Crack Seal
- Mow Trim Cemetery, Parks, Campground
- Spray 24D
- Lake Commission List, Picnic Tables, Signs, Bike Repair Station
- Weed Harvester @ Conveyor Lake Set up, Trucks.
- Replace Slide City Park
- Tree Dump Routine Maintenance.
- Strip Crosswalks, Handicaps
- Dig @ Close Graves (x3) Pack & Seed
- Sweep Streets
- Open Storm Drains
- Storm Sewer Repair 3rd Ave
- Cold Patch City Hall Alley, MT. Lake Rd

**City of Mountain Lake
Job Description**

Job Title:	Electric Lineperson	Department:	Electric Utility
Supervisor:	Electric Department Superintendent	Classification:	Full-time, Union, Non-exempt

Work Schedule

As established by Union contract, a normal work week is comprised of forty (40) hours, five (5) eight (8) hour days. Hours of work shall be 7:00 a.m. to 12:00 noon, and 12:30 p.m. to 3:30 p.m. Monday through Friday. Hours of work may change if mutually agreed upon by the Union and Employer. Additional hours may be required.

Description of Work

Under the direct supervision of the Electric Department Superintendent, the lineperson is responsible for assisting in the operation and maintenance of services and equipment for the Electric Utility Department; assisting other departments; complying with appropriate local, state, and federal safety rules, regulations and statutes; and performing other related functions as assigned or apparent.

Essential Functions of the Job

- Assists in the operation and maintenance of services and equipment for the Electric Utility Department. Assists in the daily operation and business of the electric utility department. Performs regular maintenance, and construction of distribution and transmission lines. Performs repairs, regular maintenance and operation of diesel engines. Installs meters and any other equipment as directed by the Department Superintendent. Schedules periodic start up or operational tests, maintenance and repair of equipment at the direction of the Department Superintendent. Investigates trouble calls and provides technical support. Assists the Department Superintendent in maintaining accurate records and codifying expenditures. Assists in the training of new employees. Performs weekly inspections and documents fuel tanks, sub station, trans yard, and hoist.
- Assists other city departments as directed by the Electric Department Superintendent. Assists other departments with snow removal and water main breaks. Provides technical support in inclement weather and makes emergency repairs as needed.
- Complies with appropriate local, state, and federal safety rules, regulations and statutes.
- Performs physical demands and work environment requirements for this position.
- Attendance during regularly scheduled work hours and outside of regular hours as necessary.
- Effective and respectful communication and interactions with other employees, supervisors, individuals from other organizations, and citizen customers.

Additional Functions of the Job

- Participates in training and education opportunities to maintain and improve proficiency and required licenses.
- Performs other related functions as assigned or apparent.

Required Knowledge and Abilities

- Knowledge in the operation and maintenance of diesel engines.
- Knowledge in functions, uses and care of current control and regulating devices such as transformers, circuit breakers, and switches.
- Knowledge in the hazards of electrical and machine trades and of standard safeguard and precautions.
- Knowledge in the operation and maintenance of low pressure steam boilers.
- Ability to keep accurate records and prepare accurate reports.
- Ability to read meters.

- Ability to troubleshoot problems of various electric utility processes and equipment, and to provide appropriate recommendations.
- Ability to establish and maintain effective working relationships.
- Ability to be on call on a rotation basis.

Minimum Qualifications

Diploma in Electric Utility or related field or equivalent experience dependent on Electric Superintendent review.

Preferred Qualifications

Experience working as an electrician or electrician work

Experience working as a mechanic.

Two (2) years of experience in power plant operation and repair.

Conditions of Employment

- Must possess a valid Class B Minnesota Commercial Driver's License (CDL). New hires must possess CDL within 6 months of hire date.
- Must acquire a 2nd Class C Boiler License within 6 months of employment.
- Must meet a 15 minute on-call/emergency response time within 6 months of employment.
- Must comply with organizational and departmental policies.

Physical Demands/Work Environment

- Requires incumbent to work inside, outside, in confined areas, on uneven ground, underground, alone, with others, around others, and have contact with the public.
- Exposes the incumbent to dust, dirt, fumes, gases, chemicals, other substances, excessive noise, vibrations, heat, and cold.
- Requires the incumbent to work with or around pressurized equipment, burning materials/equipment, and moving objects.
- Activities that occur continuously (more than 7 hours) are: using fingers and hands for repetitive, non-repetitive, or consistent actions; handling; fine manipulating; and hearing.
- Activities that occur frequently (from 4 to 7 hours) are: standing; reaching at and below shoulder level with right and/or left shoulders together and independent of one another; using sense of touch; using foot/feet together and/or independent of one another; talking; and using near vision, far vision, depth perception, and accommodation.
- Activities that occur occasionally (from 1 to 3 hours) are: sitting; walking; bending/stooping; pulling; twisting; using color vision, and field of vision/peripheral vision; using sense of smell; and carrying up to 24 pounds.
- Activities that occur infrequently (up to 60 minutes) are: squatting; crouching; kneeling; pushing; climbing; carrying up to 75 pounds; and lifting up to and over 75 pounds.

Equipment

Uses equipment including air compressor, back hoe, band saw, battery charger, bucket truck, calculator, chain saw, computer, digger derrick, ditch witch, drill, drill press, dump truck, electric equipment, flaring tool, hole hog, jack hammer, jet rodder, knock out punch, lawn mower, payloader, pickup, phasing meter, phasing stick, saw, skid loader, small trencher, snow hauler, step bits, tractor, two-way radios, voltage meter, wacker, weed whip, hole hog, hole saws, overhead chain hoist and pallet jack to perform required functions. This position **does** require the operation of an automobile.

Job Location

This position will be located at the Electric Utility Plant (925 2nd Avenue) in the City of Mountain Lake and throughout the electric service territory in and around Mountain Lake.

The position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City of Mountain Lake is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Reviewed June 2021

Ordinance #2-21
An Ordinance of the City of Mountain Lake
Amending Section 9.33 Subdivision 2.2 of the City Code

The City Council of Mountain Lake ordains as follows:

Section 9.33 Subdivision 2.2. is amended as follows:

SECTION 9.33 RESTRICTIVE FLOODPLAIN MANAGEMENT ORDINANCE

SUBDIVISION 2.0 GENERAL PROVISIONS:

2.1 Lands to Which Ordinance Applies: This ordinance applies to all lands within the jurisdiction of the City of Mountain Lake shown on the Flood Insurance Rate Maps adopted in Subdivision 2.2 as being located within the boundaries of the Floodplain District. The Floodplain District is an overlay district that is superimposed on all existing zoning districts. The standards imposed in the overlay districts are in addition to any other requirements in this ordinance. In case of a conflict, the more restrictive standards will apply.

~~**2.2 Adoption of Flood Insurance Study and Maps:** The Flood Insurance Study for Cottonwood County, Minnesota, and Incorporated Areas, dated July 1980, and Flood Insurance Rate Map panel 2706220150B, dated January 2, 1981; prepared by the Federal Emergency Management Agency, are hereby adopted by reference and declared to be a part of this ordinance and the Official Zoning Map. These materials are on file at Mountain Lake City Hall.~~

2.2 Incorporation of Maps by Reference: The following maps together with all attached material are hereby adopted by reference and declared to be a part of the Official Zoning Map and this ordinance. The attached material includes the Flood Insurance Study for Cottonwood County, Minnesota, and Incorporated Areas, and Flood Insurance Rate map panel 27033C0375E, both dated September 24, 2021, and prepared by the Federal Emergency Management Agency. These materials are on file at Mountain Lake City Hall.

Passed by the Council this 23rd day of June, 2021.

Mike Nelson, Mayor

Attest: _____
Michael Schulte, City Administrator/Clerk