

**Regular City Council Meeting**  
**Mountain Lake City Hall**  
**Monday, July 18, 2022**  
**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 #26260 – 26300, 804E – 812E ( 1-7)
  - b. Payroll: Checks #66784 – 66822
  - c. Approve June 13 Lake Commission Minutes (8-9)
  - d. Approve June 23 Utilities Commission Minutes (10-11)
  - e. Approve July 5 City Council Minutes (12-13)
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. Active Living Committee
  - a. Discussion – Community Garden (14)
  - b. Discussion/Action – Resolution 14-22 (15)
  - c. Discussion/Action – Community Garden Policies (16-18)
5. City Attorney
6. City Administrator
  - a. Discussion/Action – Campground Winter Storage Rate
  - b. Discussion/Action – Purchasing Guidelines
  - c. Discussion/Action – Coalition of Greater MN Cities
  - d. Discussion/Action – 2023 Budget
  - e. Reminder – August 1 Capital Improvement Planning Meeting & Union Negotiations
7. Adjourn

**Lake Commission Meeting**  
**Monday, June 13, 2022, 6:30 p.m.**

**Members Present:** Dave Bucklin, Janell Bargaen, Joey Morey, Nathan Harder, Jean Haberman

Absent: Randy Loewen, Kim Syverson

**Guests Present:** Mike Nelson (Mayor)

Chair Bucklin called the meeting to order at 6:45 p.m. M/S/P Bargaen/Morey to approve the agenda and minutes of the May 9, 2022 meeting.

**Treasurer's Report (4/11/22)**

**Income:**

UPB - Interest \$10.28

**Harvesting Expenses:**

MN DNR – Aquatic Plant Management Permit	35.00
Country Pride – Fuel for Harvester	53.78
Third Ave. – 12V Marine Dual Purpose Battery	119.99
Third Ave. – Prime/Conv Green – 1 Gal.	16.99
Third Ave. – Fuel Filter for Harvester	<u>23.18</u>
<b>Ending Balance</b>	<b>\$65,901.26</b>

**Trail Expenses:**

Country Pride – Elevator Tire for Aluminum Dock	<u>145.77</u>
<b>Ending Cash Balance</b>	<b>\$37,555.60</b>
<b>Savings</b>	<b>\$22,025.19</b>

M/S/P Morey/Harder to approve the Treasurer's Report with approval of \$825.19 to be paid to Janzen Fabrication for repair of the aluminum dock.

**Project Update:**

- **Fire Pit:** M/S/P Haberman/Morey to hire Nickel Landscaping to purchase and install wedge wall blocks on the fire pit by the beach. The estimate is \$330.00.
- **Beach:** A work night to pull weeds on the beach and in the water is scheduled for Wed., June 29<sup>th</sup> at 6:30 p.m.
- **Can Bin:** A can bin clean-out is scheduled for Wed., June 22<sup>nd</sup> at 3:30 p.m.

- **Harvesting:** Permit has been received. Vincent Voelker and Randy Loewen have been doing some weed harvesting.

M/S/P Bucklin/Bargen to accept a \$20,000 DNR grant for mechanical weed harvesting to control invasive species.

- **Trail:** Joey will try to fix the uneven boards on the bridge.
- **Disc Golf:** New score cards have been ordered.
- **Fundraising:** It was decided to hold off on the A "Buy a Board for the Bridge" fundraising project until the details have been worked out.
- **Memorial Benches:** Jean will ask Randy Loewen for an estimate for a memorial bench, including the cost of a memorial plaque to be placed on the bench.

Next meeting is **Monday, July 11, 2022 at 6:30 p.m.**

Respectfully submitted,

Jean Haberman,  
Secretary/Treasurer

**Mountain Lake Utilities Commission Meeting**  
**Mountain Lake City Hall**  
**Thursday, June 23, 2022**  
**7 AM**

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

Members Absent: City Council Liaison Dean Janzen, Brian Janzen

Staff Present: Michael Mueller; Clerk/Administrator; Jill Falk; Utilities Office Manager, Dave Watkins; Electric Superintendent; Lane Anderson; Lineman; Steve Peters; Lineman; Taylor Nesmoe; Water/Wastewater Superintendent; Scott Pankratz; Water/Wastewater Worker

Others Present: Dean Sawatzky, Sarah Oberloh

**Call to Order**

The meeting was called to order at 7 AM.

**Approval of Minutes and Bills**

Motion by Johnson seconded by Savage to approve the June 9<sup>th</sup> Minutes, and Check Numbers 21795-21823 (396e-397e). Motion carried.

**City Audit**

Sarah Oberloh with Oberloh & Oberloh was present to discuss the annual Financial Report and 2021 City Audit. All three utility funds ended the year with positive net expenses.

**Gun Range**

Dean Sawatzky was present to discuss the possibility of a long-distance shooting range by the ponds. This would be an addition to the range that is currently on the property already. He is interested in setting up the 500-yard shooting range on the northern side of the pond. The most important factors at this time are safety and liability, which is why the range was initially rejected. Mueller stated that the League of Minnesota has recommended a minimum of \$1-\$2 million in Liability Insurance. Sawatzky mentioned that the Sportsman Club will be covering the cost of the insurance. He also stated that at this point, he is hoping to get permission to move forward with just the research needed to put a plan together. He will get a plan in place that includes all the pertinent details such as location, insurance, safety fences, berms, and anything else that will be needed to ensure the safety of everyone involved. After further discussion, Nesmoe would like to see the proposal and the plan before he can fully back the addition to the range.

**Electric Department**

The unmetered transformer used for Pow Wow pulled around 1000 kWh which would normally cost approximately \$140. The two days it was by the food trucks at Pow Wow is comparative to an average monthly household usage. In the ongoing discussion regarding the generator, Barr Engineering has begun the cost estimate. They have spent \$25,000 of their \$75,000 budget for the research. Alex from CMPAS has advised that the value of capacity should not decrease. With the additional capacity payments coming in, the goal is to have full capacity at 8 MWh. One project with two engines would be more cost effective than two projects for one engine each. Even with the Fairbanks engine down, the engines are still pulling capacity around 6 MWh. Watkins mentioned that the decision regarding diesel or natural gas needs to be made. The natural gas will provide a better chance of passing emissions. With the extreme heat recently, extra capacity has been used throughout the town, however, there has also been plenty of sun and wind which has helped to make up for the usage. The discussion was brought up regarding throttle thermostats. This would benefit the utilities and save on over 1 MWh in usage. Just like the Energy Rebates; Frontier Energy would do most of the work.

**Water/Wastewater Department**

In preparation for Pow Wow, water splitters at the park have been updated for a more permanent option. They have replaced the plastic splitters for a more durable option that will last longer and can be used for future events. On another topic, this week, the water plant has received several alarms concerning the sand filters. Nesmoe mentioned that they have drained and cleaned the detention tank, which was completed last year as well. They have also lowered the backwash time to move the water through the filters quicker. He would like to speak with Jon Graupman to stress the importance of getting the sand filters replaced. The funds for the \$100,000 bid to replace the membranes as well as the filters has been received, so it is necessary to get the repairs started.

**City Administrator**

Previously, it was discussed to have a joint meeting with the Commission, Council, and EDA on July 5<sup>th</sup>. The date has been changed to July 18<sup>th</sup> at 5pm. This will be considered a special meeting for the Utility Commission.

**Adjourn**

The meeting was adjourned at 8:20 a.m.

ATTEST:

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Jill Falk, Utilities Office Manager

**City of Mountain Lake  
Regular City Council Meeting  
Mountain Lake City Hall – 930 Third Ave  
Tuesday, July 5, 2022  
6:30 p.m.**

Members Present: Dean Janzen, Andrew Ysker, Mike Nelson

Members Absent: Darla Kruser, Dana Kass

City Staff Present: Michael Mueller City Administrator; Maryellen Suhrhoff City Attorney

Others Present: Doug Regehr

**Call to Order**

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

**Approval of Agenda & Consent Agenda**

Motion by Janzen, seconded by Ysker, to add approving Cottonwood Aquatic Invasive Species Grant Application to the agenda. Motion carried 3– 0. Motion by Janzen, seconded by Ysker to approve the agenda and consent agenda as amended. Motion carried 3– 0.

Bills: Checks #26224 – 26259, 803E

Payroll: Checks #66765 – 66783

Approve May 30 Police Commission Minutes

Approve June 9 Utilities Commission Minutes

Approve June 22 City Council Minute

Approve June Street Department Report

Hire Jean Haberman, Temporary Part time Librarian

Care & Share Street Closure Request

Approve Cottonwood Aquatic Invasive Species Grant Application

**Public**

No comments

**City Attorney**

No updates were given regarding civil processes on various properties, public nuisances, current processes, court procedures, agreements, and plans.

**City Administrator**

Discussion/Action – Resolution 13-22 Tax Forfeited Property

Discussion/Action – Set Capital Improvement Planning Meeting

Discussion – 2022 Q2 Revenues & Expenses

Motion by Janzen, seconded by Ysker to approve Resolution 13-22 Tax Forfeited Property.  
Motion carried 3–0. City Council scheduled the Capital Improvement Planning Meeting for August 1, 2022, from 3pm-5pm. Michael Mueller City Administrator discussed the 2022 Q2 Revenues and Expenses, and the City is staying within the boundaries of their budget.

**Adjourn**

The meeting was adjourned at 6:50 p.m.

ATTEST:

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Michael Mueller, Administrator/Clerk



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

**NOTICE TO ADJOINING PROPERTY OWNERS**

**PUBLIC HEARING TO CONSIDER A CITY COMMUNITY GARDEN**

**CITY OF MT. LAKE CITY COUNCIL**

June 29, 2022

A public hearing will be held by the Mountain Lake City Council on Monday, July 18 at 6:35 P.M. in the Council Chambers of the Mountain Lake City Hall, 930 3<sup>rd</sup> Avenue, Mountain Lake, Minnesota to consider a City Community Garden at 617 2<sup>nd</sup> Ave. Mountain Lake, Parcel 22.413.0190. The City of Mountain Lake is considering putting a community garden on the property and will take any feedback into consideration.

You may appear if you so desire, to speak in opposition to or in support of the proposed community garden. Written comments may also be submitted.

This is a public hearing. Attendance is not limited to those receiving this notice. If you know of any neighbor or affected property owner, who for any reason has not received a copy, it would be appreciated if you would inform them of this public hearing.

If you have any concerns or further questions please contact Michael Mueller, City Administrator.

Respectfully,

Mountain Lake City Council



**RESOLUTION #14-22**

**CITY OF MOUNTAIN LAKE**

**A RESOLUTION ACCEPTING LAND**

**WHEREAS**, the City Council has heretofore determined that it is beneficial to the City of Mountain Lake to accept certain property from Douglas & Michelle Larson.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN LAKE, MINNESOTA**, that the Mayor and City administrator execute the acceptance of the deed to the City of Mountain Lake from Douglas & Michelle Larson, following described real estate:

Property Address: 617 2<sup>nd</sup> Ave, Mountain Lake, MN 56159.  
Parcel ID: 224130190  
Lot 5/Block 2  
Plat: Janzen’s Subd 2

Adopted by the City Council of Mountain Lake, Minnesota this 18<sup>th</sup> day of July, 2022.

**SIGNED:**

**ATTESTED:**

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

\_\_\_\_\_  
Michael Mueller, City Administrator

# Community Garden Liability Waiver

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## **\*\*Required\*\***

I wish to utilize the community garden provided by the City of Mountain Lake. I state and affirm that:

1. My use of the community garden is voluntary.
2. I acknowledge that a community garden is not an essential service provided by the city
3. I understand and acknowledge that the gardening activities that I voluntarily engage in have certain risks. I understand that these risks, known or unknown, anticipated or unanticipated, may result in injury, death, illness, disease or damage to myself or my property, or to other persons and their property.
4. **In consideration of being allowed to use the community garden, I hereby personally assume all risks in connection with such usage and I hereby agree to hold the city, it's officials, employees, agents and contractors harmless and I waive my right to make claims or bring lawsuits against the city or anyone working or volunteering on behalf of the city for any injuries or damages related to the alleged negligence of the City.**

This waiver does not apply to any injuries or damages that are a result of any willful, wanton, or intentional misconduct by the city or anyone acting on behalf of the city.

I understand that entering into and signing this agreement affects my legal rights and result in my giving up or waiving certain legal rights and I accept this and sign this agreement of my own free will.

The terms of this agreement shall bind the members of my family, if I am alive and my heirs, assigns and personal representatives if I am deceased.

My signature indicates that I have read this entire document, understand it completely, acknowledge that it cannot be modified or changed in any way by oral representations and agree to be bound by its terms.

**Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_

**Signature** \_\_\_\_\_

## Garden Etiquette

- ❖ Introduce yourself and build a stronger community, know as many adjoining plot holders as possible
- ❖ If planting tall crops, do so where they won't shade other garden plots
- ❖ **Weed and maintain your garden and pathways around your garden regularly as weed seeds quickly spread.**
- ❖ Remove pests and diseased plants often
- ❖ Never borrow tools from another gardener without permission
- ❖ **Do not pick any planting from another plot even if you think that the plot has been abandoned or neglected. Items grown in any plot belong to that plot holder only.**
- ❖ Please walk with care and do not trample surrounding plants
- ❖ Do not remove plot markers.
- ❖ Children are welcome at the community garden, however please monitor their activities.

## Planting Rules and Responsibilities

- ❖ I plan to attend the work days when announced.
- ❖ **I will plant my garden promptly by June 15. I will harvest and clean out my plot by November 15th.**
- ❖ I will prepare my plot for ground cover and carry out all garbage
- ❖ I will maintain my garden plot including weeding & removal of weeds from garden area
- ❖ I will maintain the aisles around my garden by keeping it free of weeds
- ❖ I will not plant trees or shrubs
- ❖ I will only use organic pesticides and natural fertilizers
- ❖ I will keep walkways free of tools and planting equipment
- ❖ I will not plant invasive species
- ❖ I will remove refuse when a particular crop has finished producing
- ❖ I will remove stones and other foreign material from my plots. Nothing will be piled against the fences or left in the aisles.

- ❖ No heavy duty equipment that is wider than garden aisles will be permitted in the garden
- ❖ No pets allowed in garden
- ❖ No mulch in the walk ways

**Gardens must be maintained on a weekly basis or as needed to minimize weeds**

**Having a community garden plot and letting it go to weeds is not acceptable. The Garden Committee reserves the right to mow the garden down if not maintained in accordance with this agreement. You must maintain your garden on a weekly basis; mulching, weeding, harvesting and disposal.**

**Mountain Lake Community Garden Committee will not be responsible for any accidents, injuries, or damages, nor will the garden committee be responsible for any theft, damage to, loss of, or replacement of any belongings, equipment, materials, tools or plantings. There is no security for personal possessions.**

Please read this contract, garden rules and garden information. Make sure you agree and understand the regulations. This contract, along with the city required "Hold Harmless Waiver" must be signed. This agreement, along with the waiver, must be **returned by mail to P.O. Box C, Mountain Lake, MN, 56159 or drop off at City Hall.**

**Fees for 2023: Full Plot 20 x 20 \$30.00**

**All funds collected are on deposit in a local financial institution. Funds are used for paying water bills and other expenses for the garden plots. Treasurer's report to plot holders are available upon request.**

**Gardener Signature: \_\_\_\_\_**

**Name: \_\_\_\_\_**

**Address \_\_\_\_\_**

**Telephone \_\_\_\_\_**

**Email Address \_\_\_\_\_**

**IF YOU WOULD LIKE TO MAKE DONATION TO THE COMMUNITY GARDEN IT WOULD BE APPRECIATED  
AND WILL BE PUT TO USE WHEN MORE SUPPLIES ARE NEEDED.**