Regular Council Meeting  
Mountain Lake City Hall  
Monday, August 6th, 2018  
6:30 p.m.

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

Members Absent: None

City Staff Present: Michael Schulte, Administrator/Clerk; Maryellen Suhrhoff, City Attorney; Rick Oeltjenbruns, Street Superintendent; Doug Bristol, Police Chief; Ron Melson, Electric Superintendent (7:00PM); Dave Watkins, Water/Wastewater Superintendent (7:15PM)

Others Present: Deanna Anderson, Chad Pederson, Shirley Ruhl, Doug Regehr, Mary Oeltjenbruns (7:05PM), Bertha Klassen (7:05PM)

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

Approval of Agenda and Consent Agenda
Motion by Savage, seconded by Kass, to adopt the agenda as presented and approve the consent agenda. Motion carried.

Bills: Check #21421-21482, 557E  
Approval of Payroll 64013-64045  
Approval of May 9 Library Board Minutes, May Public Library Report, May Library Expenditures, June Public Library Report, and June Library Expenditures  
Approval of July 12 Utilities Commission Minutes  
Approval of July 16 City Council Minutes  
Approval of July 19 Special City Council (Capital Improvement Plan) Minutes

Public
Chad Peterson asked the council about lawn mowing policies. After grass is over 8 inches long, a letter is sent to the property owner in which they must mow the lawn within 10 days or the city will mow the lawn and bill the property owner for the costs. A property was mentioned that has not received a letter yet. A letter to this property will be sent on 8/7.

Street Department
Rick Oeltjenbruns, Street Superintendent, gave the council a list of activities, projects, and tasks that have been completed in the past month. The Street Department has been mowing, patching streets, installing benches around the trail, and seal coating. The condition of 2nd Avenue was discussed. Maryellen has sent a letter to Kuechle Underground in which Kuechle Underground responded requesting information from Bolton & Menk. Bolton & Menk has responded to the request and the information was sent back to Kuechle Underground. 2nd Avenue needs to be addressed before winter because in its current condition it cannot be snow plowed. More information from the city attorney and the city engineer are to come. The parking lot near the lake, spraying for bugs, weeds on the side of the road, summer help, cemetery plans, and filling in graves were discussed. Oeltjenbruns stated the mentioned parking lot is being worked on, the city has not sprayed for mosquitoes since he has been with the city, weeds on the side of the road are sprayed, an additional summer help would be beneficial but are hard to find, next year the cemetery plans to plat more spaces, and discussed filling in graves.

**Police Department**

Doug Bristol, Police Chief, discussed ordinances, citations, courts and trials, junk ordinances, and various properties that the Council had questions on. City Attorney Suhrhoff provided information on court procedures and updates on various letters and matters that have been ongoing. Building codes, lawn checks, graffiti, and past incidents were discussed. Bristol will direct officers to check lawns when they patrol the city and will provide a report to the Council on various ongoing issues.

**Community Center**

Receipts from Curt Fast of the materials used to renovate the Legion room were presented. The last piece of the project is to place carpet where the old room stood. Councilmember Savage stated his church may have extra carpet to use and will report back to the Council. The air conditioner in the kitchen recently stopped working. The Senior Club last paid for a new air conditioner in 2010 for $480.93. Questions were asked of the differences between the Senior Club and Senior Dining and who should pay for the new air conditioner.

Mary Oeltjenbruns and Bertha Klassen had questions about the transition of the three organizations moving to the new rooms. Once the carpet in the legion room is complete is and when the Legion can move out will begin the process. A request about renovating the east side of the Legion room to make a hallway with a new door to the new food shelf room was discussed. Jerry Logue will be attending the next meeting to present a proposal.

An update on the maintenance position was given. City Administrator Schulte discussed that he contacted the League of Minnesota Cities to clarify if the position should be classified as a contractor or a part-time employee. After discussions with the League and the city attorney, the position should be classified as a part-time employee. Direction was given to the city
administrator to create a job description and present the number of hours and pay at a future meeting.

**Partial Pay Estimate No. 4 for Mountain Lake Commercial Park Project**
The work completed at the commercial park was discussed. *Motion by Kruser, seconded by Savage, to approve Partial Pay Estimate No.4 of $223,454.31 to GM Contracting, Inc. as presented.* Motion carried.

**AFSCME Union Pay Scale Negotiations**
*Motion by Kass, seconded by Ysker, to close the public meeting as allowed in MN Statutes 13D.03 Subd. 1 at 7:57 p.m.* Motion carried. *Motion by Savage, seconded by Kass, to open the meeting at 8:41 p.m.* Motion carried.

*Motion by Kruser, seconded by Kass, to approve a revised Appendix A AFSCME 2017 – 2019 Pay Schedule as presented.* Motion carried.

**2019 Capital Improvement Plan Review**
The draft of the 2019 Capital Improvement Plan was presented and reviewed. Each department head presented their plan on July 19th. The Capital Improvement Plan will continue to be reviewed during budget discussions and revised if desired. No action taken.

**2019 Budget Review**
The 2019 budget was presented in a separate packet to the Council. Each department has filled in their budget lines for 2019 and the bond funds were also presented. There will be two new bond payments for 2019: $24,620 for street lights and $107,265 for the infrastructure portion for the industrial park development. Over the long-term these funds will be paid back with lot sales, increased tax revenue, and new development in the city that may occur because of new development in the industrial park. Department budgets are fairly similar to the 2018 budgets despite health care and wage increases. Street lighting, bond payments, and assessments were discussed. The Council will provide feedback and questions in the upcoming weeks. The budget will be reviewed again at the next meeting.

**City Attorney Report**
No additional information was presented.

**City Administrator Report**
City Administrator Schulte has been working on budgets, meeting with department heads, personnel vacancies, building permits, and having discussions with the Police Department on various matters.
Change of City Council Meeting Time
A reminder was given that the next meeting will be on Wednesday, August 22, at 6:30PM at City Hall. Councilmember Kruser asked if discussions on how the council is paid could be placed on the next agenda.

Adjourn
The meeting was adjourned at 9:07 p.m.

ATTEST:

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Michael Schulte, Administrator/Clerk