

**Regular Council Meeting
Mountain Lake City Hall
Tuesday, December 18, 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, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney

Others Present: Sharron Hanson, John Oeltjenbruns, Doug Regehr, Keith Ramm, Ellie Schulte, Maria Schulte

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 add Resolution #30-18 \$5,000 Fire Relief Donations, Resolution #31-18 Accepting Donations for Community Center Renovation Project, and Resignation Letter from Garret Wall from the Police Commission effective December 16, 2018 to the consent agenda. Motion carried. Motion by Ysker, seconded by Kass to approve the agenda and consent agenda as amended. Motion carried.

Bills: Checks #21904 – 21957

Payroll Checks #64275 – 64315

Approval of November 21 Utilities Commission Minutes

Approval of December 4 City Council Minutes

Approval of Off Sale Liquor License

Resolution #30-18 \$5,000 Fire Relief Donations

Resolution #31-18 Accepting Donations for Community Center Renovation Project

Resignation Letter from Garret Wall from the Police Commission effective December 16, 2018

Public

No one addressed the Council during this portion of the meeting.

Community Center Flooring

City Administrator Schulte presented a report of total contributions to the community center renovation. A total of \$15,661.55 has been contributed by various groups, individuals, and

businesses. Most donations have been made out to the Mountain Lake Area Foundation while some have been made out directly to the city. The Mountain Lake Area Foundation will send checks approved by their board to the city as time goes on. Expenses to date are \$7,141.36 for the labor to paint and the window tint. Remaining after expenses is \$8,520.19. Sharron Hansen shared what has been done and what donations may still come in within the next few months. Around \$10,000 is still needed to purchase and install the new flooring and carpet. The quote from Bargan was reviewed. If the flooring materials are purchased before December 21, there is a \$1,000 discount. Timetables and costs of installation were discussed. Bargan stated they would hold the bill until June and could store the flooring at their location. It was decided that the flooring should be purchased before the December 21 deadline and that the installation should wait until more funds are received. Motion by Savage, seconded by Kass, to purchase the LVT flooring and new carpet for approximately \$9,648 and to wait on the official installation date until more donations are received. Motion carried.

Pool Room Extension

John Oeltjenbruns ask the Council if the pool room could be extended from the north side of the pool room up to the window on the west side of the building if all costs were paid for by the pool players and any donations or donated labor on their part. The current pool room side will not allow both pool tables to sit north-south as one of the pool tables sits east-west. Ceiling tiles, electric outlets, contractors, square footage, and other logistics were discussed. Oeltjenbruns stated that he has had contractors come visit the community center to view the area and said the idea is feasible. Length from the west side of the window was discussed. The north wall of the pool room within the public area has already been worked on and painted. Discussion on painting and changing the dimensions of the newly ordered floor and carpet were discussed. The square footage of the carpet would be extended with the north wall and there would be less LVT flooring to order with the new blue print. The LVT flooring and carpet would sit in one large square. Installation of the flooring would not occur until February at the earliest if enough funds were to come through for the renovation project. Motion by Nelson, seconded by Ysker, to allow to extend the pool room north wall four feet to the north contingent upon that the work (new paint, ceiling tiles, electric work, etc.) be completed no later than January 31st and be completed in a timely fashion. No city funds, city donations, or donations made to the Mountain Lake Area Foundation will be used for this project. Direction was given to the city administrator to contact Randy Strom with Bargan to notify him of the flooring changes in the order.

Community Center Furnace

The furnace quote was reviewed again from previous meetings. Options include to purchase the new furnace and AC unit now, budget for it in the 2019 budget, or wait to review the options at a later meeting. The furnace is operating right now but is over 30 years old. A new part was installed in the furnace in which Hall's Heating and Cooling is willing to buy back the part

within 6 months of use. It was decided to review this item in the spring before the 6 month timetable is up.

2019 City Budget

The 2019 city budget was reviewed for a final time. No changes have been made since the tax levy was approved at the December 4 City Council meeting. Motion by Kruser, seconded by Savage, to approve the 2019 City Budget as presented. Motion carried.

2019 Utilities Budget

The 2019 Utilities budget was presented and reviewed. No major changes have been made to the 2019 budget from the 2018 budget besides line items involved with hiring an additional electric lineman. Utility bill due dates and fines were discussed. Fines and the chosen due dates were explained by the city administrator. The Utilities Commission has recommended to the Council to approve the presented budget. Motion by Kruser, seconded by Ysker, to approve the 2019 Utilities Budget as presented. Motion carried.

2019 Wages and Salaries

Formal approval by the Council is needed to approve the 2019 increases in the union and non-union pay scales. The current scales for both union and non-union were approved for the years of 2017, 2018, and 2019. The 2019 budget for both utilities and the city were budgeted to accommodate the wage and salary increases for 2019. Each employee will continue to follow their step in the 2019 scale and percentage increase of their respected step plan. Motion by Kruser, seconded by Kass, to approve to move staff members to the 2019 pay scale (effective January 1, 2019). Motion carried.

Resolution #29-18 Unpaid Grass Mowing Bills

Two lots were mowed over 2018 for violating the exceeded length of grass over 8". Property owners were properly notified of the violations and neither property has contacted the city or paid their bill. Motion by Kass, seconded by Ysker, to approve Resolution #29-18. Motion carried.

City Administrator

2019 designations and appointments were briefly reviewed. A formal list of designations and appointments for 2019 will be presented at the first meeting in January.

Adjourn

The meeting was adjourned at 7:52 p.m.

Approved January 7, 2018

ATTEST:

Michael Schulte, Administrator/Clerk