

**Regular Council Meeting
Mountain Lake City Hall
Monday, October 15, 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; Andy Kehren, City Engineer

Others Present: Doug Regehr (7:00PM)

Call to Order

The meeting was called to order by Councilmember Savage at 5:48 p.m. (Mayor Nelson met the Council at the street shop).

Street Shop and Food Shelf Tour

Rick Oeltjenbruns, Street Superintendent, gave a tour of the street shop. Each piece of equipment was labeled to show which year it was made. An inventory of each item such as tools and equipment are kept. When work is performed on equipment everything is tracked and kept in a file. The shop's layout, equipment, tools, history of the department, and other miscellaneous items were explained and discussed.

Jerry Logue, Mary Oeltjenbruns, and Bertha Klassen gave a tour of the new food shelf room. Food items, the number of families that utilize the food shelf, new shelves, new refrigerators, and other components of the food shelf were discussed and explained. The new room has worked very well and efficiently for their operations and the volunteers thanked the Council for listening to their needs.

Approval of Agenda and Consent Agenda

Motion by Kass, seconded by Ysker, to add Resolution #20-18 Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment and Resolution #21-18 Hearing on Proposed Assessment under City Engineer, and item Public Nuisances under City Administrator. Motion carried. The Lakeview lots and how they are listed online were discussed. Motion by Kass, seconded by Ysker, to approve the agenda and consent agenda as amended. Motion carried.

Bills: Check #21668-21722, 566E – 570E

Payroll Checks #64147 – 64183

Approval of July 9, 2018 Tree Commission Minutes
Approval of September 10 Lake Commission Minutes
Approval of September 13 EDA Minutes
Approval of September 27 Utilities Commission Minutes
Approval of October 1 Special EDA Minutes
Approval of October 1 City Council Minutes
Approval to Hire Scott Pankratz, Community Center Maintenance, as of October 8, 2018

Public

No one addressed the Council during this time.

City Engineer

Andy Kehren, City Engineer, presented a map of the new EDA commercial park lots and surrounding land owners along with a final assessment roll for review. Kehren explained the lots, assessments, numbers, and history of the project. Past street projects, payment terms, interest rates, and the two resolutions were discussed. The Council must decide the interest rate and the amount of years the assessments can be paid off in annual installments to be inserted in Resolution #20-18. This information will then be mailed to the property owners listed on the final assessment roll. Motion by Nelson, seconded by Savage, to have the assessments be payable in equal installments extending over a period of 20 years and to set the interest rate at 3.25% per annum from the date of the adoption of ordinance. Voting aye: Nelson, Savage, Kruser, Ysker. Voting nay: Kass. Deferring agriculture land from assessments until the land is developed was discussed. This has been a practice used in the past. Motion by Kass, seconded by Kruser, to defer Parcel ID 22.610.1094 from assessments until land is developed. The two resolutions were discussed further. Resolution #20-18 is a resolution declaring cost to be assessed and ordering preparation of proposed assessment. Resolution #21-18 states when a public hearing will be held for involved property owners to be given an opportunity to be heard with reference to such assessment. Motion by Savage, seconded by Ysker, to approve Resolution #20-18. Motion approved. Motion by Kruser, seconded by Kass, to approve Resolution #21-18. Motion carried. Kehren and City Administrator Schulte will be sending letters to the affected property owners to inform them of the proposed assessments, amount of years the assessments can be paid off, and the interest rate. Final numbers and details can still be changed by the Council after the public hearing before the figures are passed in a final resolution.

Community Center

Scott Pankratz recently began the maintenance position at the community center. City Administrator Schulte informed the Council of complaints about the carpet. The last professional cleaning of the carpet was paid by Senior Dining in 2017. Requests were made to various professional carpet cleaners in the area but no quotes have been sent. Once quotes are sent to City Hall they will be presented to the Council. Community center rental rates were discussed.

Due to ongoing maintenance costs at the community center, discussion was held to raise the rates from its current \$125 rate to near \$150. This will be discussed further when rates are set at the beginning of the fiscal year in January.

City Accounts & Funds

2017 expenses and revenues for the Police and Street Department were reviewed. When these two departments come in under budget after everything has been calculated, action is needed by the Council to move the funds from the general fund to the respective saving accounts. The savings accounts allow the departments to purchase items listed on the capital improvement plan and can be used for emergencies. If equipment is not needed or no emergencies occur, some budgeted line items are not used. Due to cuts made in 2019's budget, these numbers will most likely be lower when these numbers are presented again next year. Motion by Savage, seconded by Kass, to transfer \$13,811.07 to the Police Department savings account and \$62,706.07 to the Street Department savings account. Motion carried.

Third Quarter Revenue & Expenses

Revenues and expenses up to October 11 were reviewed. No action taken.

City Attorney Report

Bradley DeWolf, President/CEO of Bolton & Menk and Kuechle Underground have come to an agreement on 2nd Avenue and the other punch list items in the city. Kuechle will send a crew to 2nd Ave before winter to take out tar, lower the manhole, and level out some gravel for vehicles and snowplows to travel through during the winter. In the spring of 2019, 2nd Avenue and the various punch list items will be fixed at no cost to the city.

City Administrator Report

Various nuisances were discussed. Trail ordinances, hazardous tree ordinances, and small cell ordinances are being researched.

Adjourn

The meeting was adjourned at 7:58 p.m.

Approved November 5, 2018

ATTEST:

Michael Schulte, Administrator/Clerk