

**Regular Council Meeting
Mountain Lake City Hall
Monday, January 7, 2019
6:30 p.m.**

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

Members Absent: David Savage

City Staff Present: Michael Schulte, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney; Rick Oeltjenbruns, Street Superintendent

Others Present: Christina Pierson, CMPAS (until 6:40 p.m.), Lynn Loumann, Photographer – CMPAS (until 6:40 p.m.), Doug Regehr, Jason Flanagan, Rachel Yoder

Call to Order

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

Oaths of Office

Dana Kass, Andy Ysker, and Mike Nelson all took their oath of office.

Approval of Agenda and Consent Agenda

Motion by Kruser, seconded by Kass, to add 9.A – 1986 Chevy Fire Truck and 5.A - RV Parking to the agenda. Motion carried. Motion by Kass, seconded by Kruser, to approve the agenda and consent agenda as amended. Motion carried.

Bills: Checks #21957 – 22037

Payroll Checks #64316 – 64363

Approval of November 8 EDA Minutes

Approval of November 14 Library Board Minutes, November Library

Expenditures, and November Library Report

Approval of December 13 Utilities Commission Minutes

Approval of December 18 City Council Minutes

Approval of Southwest Initiative Foundation Grant Agreements and Authorize the City Administrator to Sign

Approval of Resolution #2-19 Accepting Donations to the City

Public

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

2019 Designations and Appointments

The 2019 designations and appointments were reviewed. Pending appointments were reviewed. Mayor Nelson stated Brett Lohrenz and John Carrison desire not to serve another term leaving two positions vacant on the Utilities Commission. Todd Johnson will serve another term on the Utilities Commission. Mike James will not be serving another term leaving one position vacant on the Lake Commission. Norm Kunkel will serve another term on the Police Commission. James McDonald on the Housing and Redevelopment Authority remains pending. Lake Commission advisories were removed. Motion by Kruser, seconded by Kass, to approve the 2019 Designations and Appointments as amended. Motion carried.

Street Department Report

Rick Oeltjenbruns, Street Superintendent, gave a report of activities completed for the month of December. Zieske Land Surveying has continued to work with the Street Department on adding more lots to the cemetery. Oeltjenbruns explained their procedures on snow removal. Clearing streets to allow traffic to move through is the first goal. Snow around intersections are then removed. Due to uneven roads and the pressure of the blades on various equipment, blades cannot remove all snow. The department tries to remove snow first from streets that were moved last from the past snowfall to be fair. Other procedures were explained.

RV Parking

Jason Flanagan explained how his office manager quit and he desires to bring in a new office manager that lives permanently in their RV for anywhere from a few months to two years. The campground is open from May 1 to October 1 depending on weather conditions. The city is only licensed to have the campground open for these months. City ordinances allow a RV to park on a lot for up to three months with a permit in which they must be hooked up to electric, water, and sewer. Timelines, various sites outside of city limits, campground infrastructure, and housing were discussed. Direction was given that Flanagan can have a RV parked on his lot across the street from his car dealership as long as all of city ordinances were met for up to three months and then can be moved to the campground or to look into other options outside of city limits.

Resolution #1-19 Minimum General Fund Balance and Assignment of General Funds

Resolution #1-19 was reviewed and explained by the city administrator. Motion by Ysker, seconded by Kass, to approve Resolution #1-19 Minimum General Fund Balance and Assignment of General Funds.

Mountain Lake Investment Policy

The Mountain Lake investment policy was reviewed. No changes were made from 2018. Motion by Kruser, seconded by Kass, to approve the Mountain Lake Investment Policy. Motion carried.

Review 2018 Building Permit Summary & 2019 Building Permit Fees

Building permits and fees were discussed and reviewed.

Ordinance #1-19 – Establishing Rates, Fees, and Administrative Fines

Rates, fees, and administrative fines were discussed and reviewed. 2019 water, sewer, and electric rates have already been approved. New changes for 2019 include: \$150 + \$150 damage deposit for room rent at the community center and city hall, \$0.58 IRS mileage reimbursement rate, \$13.00 IRS breakfast meal reimbursement rate, and \$14.00 IRS lunch meal reimbursement rate, and excluding the state surcharge in the building permit fee. Motion by Kass, seconded by Kruser, to approve Ordinance #1-19 – Establishing Rates, Fees, and Administrative Fines.
Motion carried.

Seniority List as of 1/1/19

The seniority list as of 1/1/19 was reviewed.

2019 LMCIT Property/Casualty Dividend

The 2019 LMCIT property/casualty dividend was reviewed.

Ordinance #2-19 Placing Additional Parcel of Land in the Rural Service District – First Reading

Ordinance #2-19 Placing Additional Parcel of Land in the Rural Service District was read for the first time.

City Attorney

City Attorney Suhrhoff gave an update on her work including the wastewater project, police fines, and legal definitions.

1986 Chevy Fire Truck

The new fire truck has been delivered and is currently being serviced and fire fighters are being trained. Once the fire truck is in commission, the old fire truck will no longer be needed. Motion by Ysker, seconded by Kass, to declare the 1986 Chevy Fire Truck as surplus and to sell once out of commission.

Approved January 22, 2019

Adjourn

The meeting was adjourned at 7:41 p.m.

ATTEST:

Michael Schulte, Administrator/Clerk