

MAPLE LAKE CITY COUNCIL

January 17, 2017 Minutes

CALL TO ORDER

The Maple Lake City Council was called to order at 7:01 p.m. by Mayor Kissock.

ROLL CALL

Council Members Present: Geyen, Jude, Kadlec, Kissock, and Larson

Absent: None

Others Present: City Attorney Rhonda Pagel, City Engineer Phil Gravel, Liquor Store Manager Angela Berthiaume, Public Works Director Jerry Sawatzke, and City Clerk/Treasurer Lee Ann Yager

OPEN FORUM

No one was present.

AGENDA ADDITIONS/DELETION

A motion was m/s/p, Kissock/Geyen, to approve the agenda add Library Update, and Status of Haack Property. All present voted in favor.

CONSENT AGENDA

- a. Approval of Minutes
- b. Approval of the 01/17/17 Disbursement List, December Check Register, December Financials and Liquor Financials
- c. Approval of December P&Z Report
- d. Approval of Road Closures on March 11, 2017 for St. Patrick's Day Parade/Irish Scamper
- e. Approval of the 2017 Fire Department Officers
- f. Authorize the Sale of Surplus City Property to the Highest Bid Received
- g. Approval for Vacation Carryover Request for Lee Ann Yager
- h. Approval to Grant Application for Exempt Gambling Premises Permits for
 - i. Church of St. Timothy for Calendar Raffle on April 29, 2017
 - ii. NWTS Big Woods Boss Gobblers on March 4, 2017 at the V by HH
- i. Approval of the Following Donations:
 - i. for Flower Baskets:
 1. Mike & Mary Messina - \$72.00
 2. Todd & Elizabeth Borell - \$36.00
 - ii. Fire Department Heart & Lung Monitor
 1. Bernatellos Pizza - \$2,500
- j. Approval for Council to attend the 2017 League of MN Cities Leadership Conference in January/February
- k. Engineer's Report

A motion was m/s/p, Larson/Kadlec, to approve the consent agenda. All present voted in favor.

WRIGHT COUNTY SHERIFF'S DEPARTMENT

No one present.

LIQUOR STORE REPORT

Berthiaume reported that the auditors were out for the inventory spot check and were pleased with the accurate results. Staff will continue to do cycle counts and no full-store inventory is needed. Sales are up from last year. She also noted that she will be cutting back on the weekly ads in the paper. Some of the upcoming events are an in-store tasting on February 4th during the Fishing Derby and the next Wine Club event will be Tuesday, February 7th at the V by HH.

Berthiaume is looking at selling the wood stand-alone wine rack and replacing it with another upright shelving unit which will allow for more liquor and wine product. The price is \$1,225 plus approximately \$500 for freight. The wood rack can be sold through the MMBA bid site.

A motion was m/s/p, Kissock/Geyen, to purchase the shelving from Stan Morgan & Assoc. at a price of \$1,225 plus freight cost, and to sell the existing wooden rack through MMBA to the highest bidder. All present voting in favor.

NEW BUSINESS

Greg Thomes – 42nd Annual Fishing Derby

Thomes thanked the Council and maintenance staff for all of the support they give the Derby. He stated at present, there is an average of 16.5" of ice with some weak spots. A minimum of 18" is needed. He highlighted some of the new things such as extra hours for processing, decorate your fish house, and a Bloody Mary Bar. He noted all proceeds go back to the community. The Fishing Derby commercial will be aired on City Channel 180 and the City's website.

Planning Commission Update

Pagel reported that the Planning Commission did not take action at the meeting. They heard from Pace Industries on a possible revision to their landscape plan. The Planning Commission will be reviewing that section of the ordinance in context with their plan and other recent plans to see if our requirements are reasonable or need updating. They continue to review the sign ordinance and plan for a public hearing in April for amendments to various sections of the ordinance.

Airport Items

A motion was m/s/p, Kissock/Jude, to have staff start conversations with the adjacent land owner regarding the purchase of land for additional hangars.

The Fuel Facility is currently run by Jason Erickson and he has requested that the City take over the purchase and sale of the fuel, but Erickson would continue with the day-to-day management of the Facility. Pagel amended the existing agreement shifting the duties each party is responsible for. The Airport has been using approximately 17,000 gallons of fuel per year. This will be discussed at an upcoming Airport Commission/Council Workshop. Staff will check the price of fuel at other airports.

A motion was m/s/p, Kissock/Larson to adopt **Resolution 2016-01** approving the amended Fuel Facility Agreement with Jason Erickson. All present voted in favor.

RFP on City Lots

Kissock stated that the Council has had discussions for RFPs on City-owned lots at Birch and Division and the Industrial Park lots. Economic Developer Jim Gromberg will need authority to start gathering the background information on these lots. Requirements for RFP will come from the Planning Session. John Northenscold of the Maple Lake Development Committee stated that when they come up with the criteria, they should consider other ideas that would include other options and not only for a building.

A motion was m/s/p, Jude/Kadlec, to authorize Jim Gromberg to start preparation of RFP for the downtown city lot and tax forfeited lots in the Industrial Park and the one on the highway. All present voted in favor.

Resolution Declaring Festival Areas for the St. Patrick's Day Celebration

A motion was m/s/p, Geyen/Larson, to adopt **Resolution 2016-02** declaring March 11, 2017 to be a "City Festival" for the St. Patrick's Day Celebration defining the festival area as shown on the festival area map. All present voted in favor.

MISC. / UNFINISHED BUSINESS

- Sheriff's Report in Packet

- Geyen questioned the status of the Haack property outside storage violation. Yager stated that she has been in contact with Mr. Haack and he hadn't gotten all of the violations complete but is working on it. Yager will work with Borell and the City Attorney on getting a letter out to him this week and the Council will be copied.

COMMITTEE / STAFF REPORTS

Maintenance Reports – Jerry Sawatzke

Sawatzke stated that his department has been busy plowing snow. They burnt the compost at the compost site. The Council thanked them for their work during the storm.

Administrative Report – Lee Ann Yager

Yager stated that the City received the business update from Airlift Doors and they received their final tax abatement payment. The Vet Clinic will receive their payment when their business update is received. Staff is busy beginning to prepare for the audit.

WCAT Update – Mayor Kissock

Kissock reported on the continued discussion on the letter of intent to withdraw from Trailblazer Transit. The concern is the financial impact if that happens. There is a 12 month notice that is required before any action is taken. The contract held with Functional Industries helps with the local share as well as the aid from MnDOT. Kissock stated that this is a vital service and this will continue to happen with or without Trailblazers.

Library Board Update – Mayor Kissock

Kissock gave a big thank you to Community Lawn Care and Land O' Lakes for their \$4,400 contribution to the library. She also thanked those that select the Library as their donation of choice. They will be making a request to the Township at their annual meetings in March. There will be a volunteer recognition in April. Kissock gave a big thanks to all that use the Library.

DATES TO REMEMBER / ANNOUNCEMENTS

- Chamber Social – Wednesday, January 18, 2017 from 5:00-7:00 pm at the Maple Lake Legion
- Chamber of Commerce – Wednesday, February 1, 2017, noon at the V by HH
- City Council Strategic Planning Sessions, February 1 & 2, 2016, 6:00-8:00 pm
- Maple Lake Fishing Derby, Saturday February 4, 2017
- City Council Workshop – Tuesday, February 7, 2017, at 6:30 pm
- Wine Club, Tuesday, February 7, 2017, 7:00 pm at the V by HH
- Planning Commission – Wednesday, February 15, 2017, at 7:00 pm
- City Offices Closed – February 20, 2017 in observance of Presidents' Day
- City Council – Tuesday, February 21, 2017, at 7:00 pm
- St. Patrick's Day 40th Celebration – Saturday, March 11, 2017

The Council thanked Todd Borell for his 19 years as Fire Chief and congratulated Steve Peterson as the new Fire Chief along with Bill Blizil as 1st Assistant Chief, Scott Carriveau as 2nd Assistant Chief, Chris McClory as Secretary and Kirk Larson as Treasurer.

ADJOURNMENT

A motion was m/s/p, Jude/Kadlec, to adjourn the meeting at 7:51 pm. All present voted in favor.

Attest,



City Clerk/Treasurer