

MAPLE LAKE CITY COUNCIL

February 21, 2017 Minutes

CALL TO ORDER

The Maple Lake City Council was called to order at 7:00 p.m. by Mayor Kissock.

ROLL CALL

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

Absent: None

Others Present: City Attorney Rhonda Pagel, Public Works Director Jerry Sawatzke, and Deputy Clerk Elizabeth Borell

AGENDA ADDITIONS/DELETION

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

OPEN FORUM

Allan Evenski -208 3rd St W, was present and stated his concerns with the cutting of tress and garbage left at the beach. Evenski offered the suggestion that the city could get some people together to clean up the trash that is left at the beach area. He stated that some road signs might slow some people down so animals don't keep getting run over near the beach area.

John Haack -110 Birch Ave S, was present in response to the letter he received. Haack stated that he complied with obvious issues. He has a few static displays and Larson suggested labeling them so people know why they are there. Jude stated Larson is right regarding the labeling of static displays. Haack stated he didn't put any screening on the cattle gate because previous council allowed him to have the cattle gate. Geyen argued that until the museum is open the static displays should not be allowed. Pagel asked Haack when he plans to open the museum. Haack stated he is hoping for later this year. Pagel stated to the Council that she would not recommend allowing the static displays as it is technically outside storage with the museum not being open. Larson questioned Haack on the hurdles to get the museum open. Haack stated the roof is a problem, the leak caused damage inside, and getting the exhibits set up. Haack stated that volunteers to help would be ideal. Pagel stated that there are still a few of the violations, the turnstiles and the screening of the cattle gate. Pagel stated that his timeline has expired and the next step is to contact the Sheriff's office. Pagel asked the Council to clarify what they want staff to do. Kissock stated she would like to wait until more information can be obtained regarding using the term "static display" when there is technically no museum there. Geyen disagreed with waiting. Pagel asked that a motion be made so as to be clear with what staff is to do.

A motion was m/s/p, Kissock/Jude to have staff postpone contacting the sheriff until Council has had a chance for further review and provides further direction to staff. All present voted in favor with the exception of Geyen who voted against.

CONSENT AGENDA

- a. Approval of Minutes
- b. Approval of the 02/21/17 Disbursement List, January Check Register, January Financials and Liquor Financials
- c. Approval of January P&Z Report
- d. Approval of Date Change for Maple Lake-Lake Property Owners Fish House Raffle to March 11, 2017
- e. Approval for Jerry Sawatzke and Al Hudek to attend the Rural Water Assoc. Conference March 7-9, 2017 in St. Cloud
- f. Approval for Angela Berthiaume and Kate Heberling to attend the MMBA Conference April 29-May 2, 2017 in Alexandria

- g. Approval for Sam Rassat to Attend the Clerk's Institute May 1-5, 2017 in Plymouth
- h. Approval to Purchase Remainder of Ascend Aviation Fuel Kiosk Service Contract (6 Months) with QTPod for \$797.50
- i. Approval to Terminate the Amended Fuel Facility Agreement with Ascend Aviation Approved at the January 17, 2017 Council Meeting
- j. Approval of transfer of Airport Hangar from Larry Pribyl to Doug Olson
- k. Approval of Limited Access Agreement and Zoning Housekeeping Letter for John & Rita McAlpine Property
- l. Approval of the Following Donations:
 - i. Maple Lake Legion - \$300 (payment 4 of 4 for park signs)
 - ii. Maple Lake Lions:
 - Chamber of Commerce for St. Patrick's Day - \$750
 - Ambassadors - \$360
 - Ambassadors - \$225
 - ii. Allina Dollars for Doers to Maple Lake Fire Department
 - William Ditter - \$100
- m. Economic Development Report
- n. Engineer's Report

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

WRIGHT COUNTY SHERIFF'S DEPARTMENT

Dillion Young introduced himself. He will be the new car for the 6 days and Austin Henre will continue with 3 days. Young stated there were 226 calls for service since the past meeting -73 traffic stops with one resulting in a DUI, 10 snowbirds, 4 domestic calls and the rest were miscellaneous. Jude asked that the car sitting at the beach for a week or more be checked out. Geyen suggested that the city could check with MNDot and get a flashing light at Hwy 55 for next year.

LIQUOR STORE REPORT

No report

NEW BUSINESS

- a. Planning Commission Update

Kissock stated that the Planning Commission is continuing to work on updates to the Ordinances. The Planning Commission recommended the Council approval a variance for St. Timothy's school for an additional freestanding sign. A motion was m/s/p, Kissock/Kadlec to adopt **Resolution 2017-03** approving the Variance requested by St. Timothy's School to allow an additional freestanding sign in an R-4 Multi-family District, at the property located at 215 Division Street West, with the following conditions; the size is no greater than 110 square feet and no higher than the existing billboard sign on the property (22 feet high), and be no closer than 10 feet from the property line or public road easement.
- b. Resolution Approving Temporary License for Brewfest, June 17, 2017

A motion was m/s/p, Larson/Kissock to adopt **Resolution 2017-04** approving a 1-day liquor license for the Maple Lake Amateur Baseball/Softball Assoc. for the 3rd Annual Brewfest to be held at Irish Stadium, subject to all state requirements. All present voted in favor.
- c. Resolution Amending Liquor License for American Legion Post 131, Maple Lake Bowl, and The V by HH

A motion was m/s/p, Geyen/Kadlec to adopt **Resolution 2017-05** approving the outdoor serving areas as shown on presented diagrams, and contingent on meeting all City and State requirements. All present voted in favor.

d. Solicitor Permit – The Ice Cream Machine

Sara Liebeck, owner of the Ice Cream Machine is looking for a reduced rate on a solicitor's permit. Current fees on the fee schedule are \$75/week/person. Pagel stated that in reviewing the current ordinance there are inconsistencies. Pagel suggested that the Council amend the ordinance to require registration but not licensure for peddlers and solicitors, and require a permit and fee for the transient merchant. Pagel stated that amending a City Ordinance does not require a public hearing, but the amendment to the Fee Schedule will require a public hearing because it is part of the Zoning Ordinance. Kissock suggested adding a background check fee to peddler, solicitor and transient merchant.

A motion was m/s/p, Kissock/Jude to amend City Ordinance No. 4 to change the requirements of a peddler from requiring licensure to requiring registration only, and include a background check for peddler, solicitor and transient merchant, and set a public hearing to amend the fee schedule to add fee for registration. All present voted in favor except Larson who voted no.

Kissock recommend having the public hearing to amend the Fee Schedule at the March 14th Planning Commission meeting. Staff was directed to contact Sara Liebeck and update her on the current action.

MISC. / UNFINISHED BUSINESS

- Audio Record Council Workshops – Councilmember Deb Geyen

Geyen suggested recoding Council workshops. Geyen felt it would be good practice as it could be used for reference if there were questions.

A motion was m/s/p, Geyen/Kissock to record by audio only all council workshops and Planning Commission meetings and retain the recordings per the City's records retention schedule. All present voted in favor except for Larson who vote against.

- Sheriff's Report in Packet

COMMITTEE / STAFF REPORTS

Maintenance Reports – Jerry Sawatzke

- i. Sawatzke stated that the garage door at the maintenance garage is 17 years old and needs to be replaced.

A motion was m/s/p, Kissock/Geyen to approve the purchase of maintenance building garage door repairs as presented. All present voted in favor.

- ii. 2017 Seal Coat and Crack Repair – Sawatzke stated that Phil Gravel would like to order plans and bidding for Seal Coating and Crack Repair in Happy Knoll, up near Paumen Addition and Kenmyr Court.

A motion was m/s/p, Jude /Kissock to approve ordering plans and bids for the 2017 Seal Coat and Crack Repair. All present voted in favor.

- iii. Possible Storm Sewer/Drainage Improvements – Sawatzke stated since they began putting more housing in Happy Knoll there are swales in the back yards and water comes out onto the street, forming ice before it reaches the catch basins. Sawatzke suggested putting in three additional catch basins between Lincoln & Chestnut, at Forest City Blvd & Cedar and on Forest City Blvd by Aspen and Cedar. Sawatzke said they would extend the storm sewer and put in the additional catch basins. It can be done before the Seal Coating and the cost can be put into the same project as the 2017 Seal Coat and Crack Repair.

A motion was m/s/p, Kissock/Larson to include bidding for catch basin installation into 2017 Seal Coat and Crack Repair bids. All present voted in favor.

Kissock thanked Sawatzke for allowing the Maple Lake Ambassadors to use the maintenance garage for their rebuilding the float.

Strategic Planning Session

Kissock stated that the goal setting session went well. A rough draft of the Strategic Plan was created. It will be discussed further at the workshop in April.

Airport Commission

i. **Appoint Airport Commission Members**

Kissock stated that at an Airport Commission meeting the Commission had discussions about the city pursuing the purchase of Bob Shaddock's hangar. MNDot requires two commercial appraisals at approximately \$5,000 each. Kissock questioned Pagel as to which should be first, pursuing the purchase or the commercial appraisals. Pagel recommended discussions with the City Council to clarify the costs involved to be sure the City as a whole is willing to invest the money into the appraisals. Kissock stated that MNDot has a reimbursement program, but there needs to be clarification on the reimbursement process. Pagel will outline steps necessary for the full Council's review. Kissock directed staff to gather information for upcoming workshop.

ii. **FBO Update – Jason Erickson is no longer at the airport. Jerry is the interim FBO. One person expressed interest, Dan Northenscold. The Commission will be having discussions and casting a wider net to see who all out there that may be interested. Geyen asked how the position will be advertised. Kissock stated that she will be talking to Bill Mavencamp for advice on where to advertise.**

iii. **There are two vacant seats on the Airport Commission and two interested persons. One is a lease holder the other is a sublease. The City Ordinance states it must be a leaseholder. Kissock stated her recommendation be that they approve sublease holder, knowing that if there was a hangar available to purchase that he would purchase the hangar.**
A motion was m/s/p, Kissock/Jude, to approve both members, Roland Keranen and Peter Radintz. All present voted in favor.

Kissock stated that the Airport Commission will continue having conversations with landowners to the east for future purchase. The Sea Plane base is no longer in place as it is no longer licensed. Jerry will continue conversations with DNR regarding removing cat tails, etc. The E.A.A. Club is looking for a hangar to purchase. The Compass Rose will be painted this spring, weather permitting.

Administrative Report – Lee Ann Yager

Borell reported from Yager's memo that she would like to remind the Council of the informational meeting and tour of the Law Enforcement Center for the contracted cities on Wednesday, February 22, 2017 at 7:00 pm.

On April 6, 2017, the County will be holding the 2017 Open Book Meeting. The meeting location will be at the Wright County Government Center, Room 100, from 3 pm to 6 pm. Residents can call (763) 682-7367 to schedule a personal meeting prior to that date if they choose. The City opted for this Open Book Meeting rather than holding a Local Board of Review. This option gives the residents more time to appeal their value.

We have received complaints regarding the train blocking intersections. Fire Chief Steve Peterson spoke to CP Rail and found that it was blocked due to a mechanical problem. Peterson contacted residents that had concerns notifying them there was a mechanical problem and in the event of an emergency, crossings could

be accessed at CR 37 or Hart Avenue NW.

Geyen requested there be further discussion on putting an emergency vehicle on the south side of the railroad tracks. Pagel stated that it is a very helpful to have discussions to evaluate the need and ability to have an emergency vehicle stationed south of the tracks as the process of reviewing the matter provides immunity to the City.

DATES TO REMEMBER / ANNOUNCEMENTS

- Sheriff's Department Informational Meeting – Wednesday, February 22, 2017 at 7:00 pm at the Law Enforcement Center
- Chamber Meeting – Wednesday, March 1, 2017 at Maple Lake Legion
- Irish Party – Saturday, March 4, 2017 at 5:30-9:30 pm, at the Maple Lake Legion
- City Council Workshop – Tuesday, March 7, 2017, at 6:30 pm
- St. Patrick's Day Parade, Craft Sale, Irish Scamper, and Coronation – Saturday, March 11, 2017
- Planning Commission – Tuesday, March 14, 2017, at 7:00 pm
- City Council – Tuesday, March 21, 2017, at 7:00 pm
- Open Book Meeting for Local Board of Appeal - April 6, 2017; 3 pm to 6 pm at the Wright County Government Center, Room 100

ADJOURNMENT

A motion was m/s/p, Geyen/Kadlec, to adjourn the meeting at 8:59 pm. All present voted in favor.

Attest,


Deputy Clerk