

## MAPLE LAKE CITY COUNCIL

April 18, 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, City Engineer Phil Gravel, Liquor Store Manager Angela Berthiaume, Public Works Director Jerry Sawatzke, Economic Developer Jim Gromberg, and City Clerk/Treasurer Lee Ann Yager

### AGENDA APPROVAL

A motion was m/s/p, Kissock/Geyen, to approve the agenda with the following changes: add WCAT update to New Business and remove the Economic Development Report from the Consent Agenda and add to New Business. All present voted in favor.

### OPEN FORUM

No one was present.

### CONSENT AGENDA

- Approval of Minutes
- Approval of the 04/18/17 Disbursement List, March Check Register, March Financials and Liquor Financials
- Approval of March P&Z Report
- Approval of Gambling Premises for NWTs Big Woods Boss Gobblers on June 4, 2017 at the American Legion Post 131
- Approval for Street Closures for Gear-Head Get Together
- Approval of the Following Donations for Brewfest:
  - \$250 – Maple Lake Legion
  - \$100 – Maple Lake Floral
  - \$100 – Pace Industries
  - \$100 – Hegle Door
  - \$100 – Messenger
  - \$ 50 – Star Bank
- Engineer's Report

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

### WRIGHT COUNTY SHERIFF'S DEPARTMENT

Deputy Austin Henry was present and reported that there were 102 routine calls for service. Larson reported that teenagers are racing on Birch Avenue between 7:30 and 8:00 am, and also requested that a deputy watch the Division-Elm-County Road 8 intersection as some motorists don't stop.

### LIQUOR STORE REPORT – ANGELA BERTHIAUME

Berthiaume reported that 75 people attended the last Wine Club and 13 cases of wine were sold. The cost of goods was higher in March because she took advantage of sales and stocked up. They are getting ready for the summer season.

### NEW BUSINESS

#### **Strategic Plan Update**

Jim Gromberg stated they are still waiting for comments from the Council. He will send a conclusion with bullet points. He stated he can make suggestions but this needs to be the Council's document.

### **Approval of Retainer with WSB for Economic Development Services**

Kissock stated that the economic development position has always been an hourly position and in the past and is now proposing a retainer at a price of \$1,500 per month and \$125 per meeting. There has been confusion as to who should be giving him direction; if he waits for Council approval he may be missing out on a project. A retainer would give him the opportunity to respond quicker. Typically other communities have this service on a retainer rather hourly and avoid the need to wait for Council approval. Gromberg's bill will be broken down line by line with detail to know how much we actually utilize his services.

A motion was m/s/p, Jude/Larson, to approve the retainer with WSB for Economic Development Services at a cost of \$1,500 per month and \$125 per meeting. All present voted in favor except Geyen who voted no.

### **John Haack – Ordinance Violation**

John Haack was not present at the meeting. A lengthy discussion was held regarding the condition of Mr. Haack's property following the ordinance violation letter that was sent to him. A deputy had visited him however no citation was issued yet. If the Council proceeds with the ordinance violation, the next step would be a criminal citation and appear in court, and if plead or found guilty, could face up to 90 days in jail.

A motion was m/s/p, Kissock/Jude, to direct the City Attorney to send a letter to Mr. Haack stating that due to the efforts Mr. Haack has made, the Council has chosen not to pursue enforcement action at this time and are not seeking him to remove some items that could be considered a violation but it is not granting approval of those items and that he must make continued progress on his efforts, and that all vehicles must be licensed and operable, he must remove the broken lamp and tricycles, and screen the door near the cattle gate, and if this is not completed in 10 days, a citation will be issued. Staff is also to discuss concerns with Mr. Haack regarding what is considered violations at his house. All present voted in favor except Geyen who voted no.

Correspondence in writing relating to an agenda items was discussed.

A motion was m/s/p, Geyen/Kissock, for current or past agenda item correspondence either good or bad, should be directed to the Council. All present voted in favor.

### **Storm Sewer Improvement Quote/Bid Results**

Gravel stated last winter the Council asked to look at areas that needed work. There are 2 areas in Happy Knoll area where the storm sewer pipes will be extended into problem areas and will allow residents the ability hookup to it. Bids/quotes were received from 3 contractors, and 3 other contractors declined to submit a quote. The low bid compares to the Engineer's estimate of \$49,000. The bids/quotes were reviewed and found to be in orders:

Low	LaTour Construction	\$41,305.75
#2	Kuechle Underground, Inc.	\$51,789.50
#3	Northdale Construction Co. Inc.	\$69,634.14

A motion was m/s/p, Geyen/Kissock, approving the low bid/quote of \$41,305.75 from LaTour Construction for storm sewer improvements. All present voted in favor.

### **Planning Commission**

#### **Ordinance Amendments**

Kissock stated that there was a public hearing for the proposed changes to the landscape, screening and off street parking ordinances making them less restrictive. The Planning Commission recommended the redline changes that were in the Council packet.

A motion was m/s/p, Kissock/Kadlec, adopting **Resolution 2017-09**, approving the amendments to Section 44: Landscape, Section 45: Screening, Section 46: Off Street Parking, and Section 53: Signs as presented. All present voted in favor.

### **Proposal for an Organizational Study**

Yager stated that during the budget planning session, the Council discussed hiring a firm to do an organizational study for the City to determine the staffing needs of the City. Two other companies were contacted but either didn't respond or didn't submit a proposal.

A motion was m/s/p, Geyen/Kissock, to approve the proposal from DDA Human Resources, Inc. to perform an organizational study. All present voted in favor.

### **Soccer Goals**

Kadlec got a price from Community Ed on 2 of their unused soccer goals at \$100/goal. Nets would be \$115. It was unknown whether there are wheels but they could be put on. During the winter the nets would be removed. Deb – future doesn't want to leave the park board

A motion was m/s/p, Kadlec/Kissock, purchase soccer goals and nets. All voted in favor

### **Holy Cross Summer Youth Service Exchange**

Geyen reported that during the week of June 26 through June 29, 2017 Holy Cross will be hosting students from Clintonville WI for a service exchange. June 28<sup>th</sup> is devoted to Maple Lake allowing students to help people around their home with projects. Contact Aaron or Pastor Culynn Curtis at 763-463-9447 between 10-4 Monday-Friday and let them know before Monday, June 5<sup>th</sup>.

### **Wright County Area Transit (WCAT)**

Kissock reported that WCAT will be asking for approximately \$260,000 that was given to Wright County for transit use. The bill has come due for the initial investment operating costs which is based on ridership. Maple Lake's amount is \$276.93 for 2014-2015. The City has been budgeting \$5,000 because costs were unknown but could probably budget \$500 in the future.

### **Economic Development Report**

Geyen questioned if the Planning Commission should be involved in the conversation with the bank regarding the City lot. The Planning Commission only gets involved for once there is a plan or plats, variances, etc. but not this.

Geyen reiterated that the plan for the lot is to have a 10,000 square foot footprint with a 2 story building.

A motion was m/s/p, Kissock/Geyen, to approve the Economic Development Report. All present voted in favor.

### **MISCELLANEOUS BUSINESS**

The Sheriff's Report and Charter program changes were included in the Council packet.

### **COMMITTEE / STAFF REPORTS**

#### **Maintenance Reports – Jerry Sawatzke**

Sawatzke received a price from SP Electric of \$1,190.02 to repair the motor at the lift station west of City Hall.

A motion was m/s/p, Geyen/Jude, approve the repair to the motor at the lift station west of City Hall from S P Electric at a cost of \$1,190.02 from SP Electric. All present voted in favor.

Sawatzke reported that a few pumps are getting bad on the 4<sup>th</sup> Street lift station and are in need of repair. He got a price from Nelson Electric Motor Repair of \$11,090.00.

A motion was m/s/p, Kissock/Geyen, to approve the payment to Nelson Electric Motor Repair at a cost of \$11,900.00 to repair the pumps at the 4<sup>th</sup> Street lift station. All present voted in favor.

Sawatzke got prices from Boundary Fence of \$11,256.74 and Century Fence of \$12,300 for fencing around the maintenance building. This item was in the budget. The compost site will be located behind the maintenance building once the fence is up. If a problem still continues with non-compost material and township residents dropping items, he will install a camera. A message can go on the water bills, website, and cable station. The site will be locked at night and will be staffed Saturday mornings. The Mayor reminded everyone of the Blue Bag Recycling program.

A motion was m/s/p, Kissock/Larson, approve the purchase of fencing for the maintenance building from

Boundary Fence at a cost of \$11,256.74. All present voted in favor.

Other items discussed were contacting property owners on Birch Avenue regarding water drainage, water running down the driveway on a property on Oriole Avenue; still working with Latour on the 1<sup>st</sup> Street with projected May completion for the water level to be down enough to save \$16,000-17,000.

Gravel handed out street maintenance maps to set City up into 4 zones to prioritize streets with the intention to seal coat every 6-8 years. He also handed out a street inventory map with an attempt to prioritize streets that need work. He feels that the Robert, 7<sup>th</sup> & 8<sup>th</sup> Street areas should be listed as priority A. Gravel stated Ramey & Maple and the Jude Addition in the residential areas are still salvageable and do the same reclamation work as was done in the Maplewood Addition. Maple, Star and 1<sup>st</sup> Street would be the next project. The Council directed Gravel to prepare information for the initial work that could be done this year. Sawatzke is also mapping out the prioritization of the drain tile.

### **City Council Workshop Update**

These items were covered during the meeting.

### **Administrative Update – Lee Ann Yager**

Yager sat down with John Northenscold and Ellie Vanasse from Wright County Public Health regarding the Power of Produce PoP Club at the Farmers Market which is a free program for kids ages 4-12. Wright County has been awarded a Statewide Health Improvement Partnership (SHIP) grant to help provide health eating strategies which is covered at a level of \$2,500 to cover operation costs. Maple Lake is one of 4 area Farmers Markets to offer a PoP Club along with Monticello, Howard Lake and Albertville.

A motion was m/s/p, Kissock/Jude, to authorize the City Clerk to sign a Memorandum of Understanding with Wright County Public Health to participate in the PoP Club. All present voted in favor.

The City will be accepting bids for the antique safe at the liquor store until 11:00 am on Friday April 28. Bid forms are available on the City's website or at City hall.

Still looking for volunteers for Brewfest on Saturday June 17<sup>th</sup> – contact City hall if you are interested.

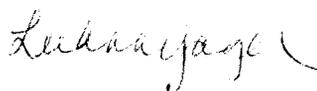
### **DATES TO REMEMBER / ANNOUNCEMENTS**

- Law Day – Monday, May 1, 2017, at the Wright County Government Center
- City Council Workshop – Tuesday, May 2, 2017, at 6:30 pm
- Chamber Meeting – Wednesday, May 3, 2017 at the V by HH
- Planning Commission – Wednesday, May 10, 2017, at 7:00 pm
- City Council – Tuesday, May 16, 2017, at 7:00 pm
- Appliance Recycling Day – Saturday, May 20, 2017, 9am -1:00 pm
- All City Garage Sale – Saturday, June 3, 2017
- Brewfest – Saturday, June 17, 2017, 2-5:00 pm, Irish Stadium

### **ADJOURNMENT**

A motion was m/s/p, Geyen/Jude, to adjourn the meeting at 9:20 pm. All present voted in favor.

Attest



City Clerk/Treasurer