

MAPLE LAKE CITY COUNCIL
Tuesday, May 16, 2017 Minutes

CALL TO ORDER

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

ROLL CALL

Council Members Present: Deb Geyen, Heather Kadlec, Lynn Kissock, and Kirk Larson

Absent: Todd Jude

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

AGENDA APPROVAL

A motion was m/s/p, Kissock/Larson, to approve the agenda removing the Economic Development Report from the Consent Agenda and adding to New Business: 8.f. Resolution Sponsoring a MnDOT Landscape Grant Application June 2017 – June 2018. All present voted in favor.

OPEN FORUM

No one was present.

CONSENT AGENDA

- Approval of 4/18/2017 and 5/02/2017 Minutes
- Approval of the 5/16/2017 Disbursement List, April Check Register, April Financials and Liquor Financials
- Approval of April P&Z Report
- Approval for waiver of requirements for Gear-Head vendor insurance for vehicles with attached trailers
- Approval for Final Contractors Request for Payment – FY16 Hangar Area Pavement Improvements to Mid-Minnesota Hotmix in the amount of \$4,944.52
- Approval of the 2018 funding request of \$10,500 for the Maple Lake Library
- Approval of Northland Securities to complete the annual TIF reporting to the State for the new TIF district at a cost of \$990.00
- Approval to grant application for exempt permit – gambling premises for Church of St. Timothy's calendar sales – Sunday, September 24, 2017.
- Approval of the following donations:
 - Maple Lake Lions – \$2,533.12 – Ambassadors
 - Brewfest: \$500 – Rhino Rotational Molding, Schlenner Wenner & Co.
 - Brewfest: \$100 – Irish Blessings, Country Inn & Suites, Randy's Environmental Services, Todd Borell, MP Nexlevel, Carefree Lawn Sprinklers
 - Brewfest: \$50 – The V by H, Oak Realty
- Approval of Engineer's Report

A motion was m/s/p, Larson/Kadlec, to approve the Consent Agenda with the following change: remove Economic Development Report. All present voted in favor.

WRIGHT COUNTY SHERIFF'S REPORT

No one was present. **LIQUOR STORE REPORT – ANGELA BERTHIAUME**

Berthiaume reported that there will be in-store tasting on Memorial weekend and closed Memorial Day. April sales were good and there was also good sales Mother's Day weekend. Wine Club will be

Wednesday, June 14th at the Legion. Berthiaume attended the MMBA conference, and it was a good networking and learning experience. A part-time hire is needed.

A motion was m/s/p, Kissock/Geyen, to approve hiring Nicole Pullins effective May 18, 2017 part-time at Grade 3, Step 1

NEW BUSINESS

Mobile Home Park Issues

Geyen requested that this item was on the agenda. Kenneth Wittinger, owner of the park was present. Geyen stated that one or two residents and neighbors are concerned about the image that the mobile home park gives the City and is looking to Wittinger to help with what people are storing there. Nuisance letters were sent out with one listed on the report as not in compliance as of that date. The number of vehicles was discussed. Yager stated that residents are allowed two vehicles per licensed driver and park residents are no different. Geyen stated that she has seen the rules of the park and they are not being enforced by Wittinger. Geyen requested a copy of the letters that are sent out.

A motion was m/s/p, Kissock/Larson to direct staff to identify each lot with zoning violations and to work with Mr. Wittinger on resolving them. All present voted in favor.

Dynamic Display Speed Signs

The Council met with the Wright County Highway Department at the workshop to consider approval of a Memo of Understanding for 3 dynamic display speed signs at CSAH 8 north and southbound, and CSAH 7 north approaching the City at a 50% cost share with Wright County at an estimated cost to the City of \$11,500 to \$13,500 and could be paid in January if our budget does not allow for it this year.

A motion was m/s/p, Kissock/Kadlec, to approve purchasing 3 dynamic display speed signs located at CSAH 8 north and southbound, and CSAH 7 north approaching the City at a 50% cost share with Wright County at an estimated cost to the City of \$11,500 to \$13,500. All present voted in favor.

Mini roundabouts at CSAH 8/CSAH 37 and CSAH 8/58/Elm Avenue

Also discussed with Wright County was possible safety improvements by adding mini roundabouts at 2 locations in the City with the CSAH8/37 option being no cost to the City and the 2 possibilities for the CSAH 8/58/Elm option having a cost to the City. The Council felt that going forward with a roundabout at CSAH 8/57/Elm Avenue was a good idea but the roundabout at CSAH8/37 was not necessary. Pagel stated that since the County felt the CSAH 8/37 roundabout would provide better traffic flow which could possible improve safety, it was in the best interest of the City to hold an open house showing both options so there would be a better record on the decision. The open house would also provide good feedback from the residents in those areas. The Council directed staff to organize an open house for both roundabout possibilities.

Joint Powers Agreements with the State of MN on Behalf of its City Attorney

Pagel stated that at one time there had been an agreement in place with the state for a Joint Powers Agreement. The City does not do the prosecution, the County does. Each agency has its own unique identifier that we would need for doing background checks since the County no longer does them for us. Consequently, this agreement is needed.

A motion was m/s/p, Kissock/Larson to adopt **Resolution #R2017-10** approving the State of MN Joint Powers Agreement on behalf of the City Attorney and authorizing the Mayor and City Clerk to sign the agreement for the use of the system and tools available through the State's criminal justice data communications network. All present voted in favor.

2017 Sanitary Sewer Cleaning and Televising Project

Gravel stated that the sewer lining project was completed a few years ago and some lines were identified as dirty and those segments need to be cleaned and televised. The Engineer's estimate was \$10,000. Quotes were requested from 10 contractors and 3 were received as follows:

	<u>Contractor</u>	<u>Total Base Bid</u>
Low	Ritter & Ritter Sewer Services, Inc.	\$19,550.00
#2	Hydro-Klean, LLC	\$19,861.20
#3	Veit & Company, Inc.	\$25,324.00

This project could wait a year but you always run the risk of a backup. A discussion was held regarding restaurant grease traps and billing Pace for their stretch of sewer per an agreement with them. Sawatzke will also be taking out the solar system in the manhole.

A motion was m/s/p, Kissock/Geyen, to award the sewer cleaning and televising project to the low bidder Ritter & Ritter for \$19,550.00. All present voted in favor.

2017 Seal Coat Project

Gravel stated that bids were received on April 26, 2017 from 4 contractors for the 2017 Seal Coat Project as follows:

	<u>Contractor</u>	<u>Total Base Bid</u>
Low	Pearson Bros. Inc.	\$56,825.00
#2	ASTECH Corporation	\$59,475.00
#3	Allied Blacktop Corporation	\$62,700.00
#4	Coldwell Asphalt Co., Inc	\$87,801.50

The Engineer's estimate was \$70,000. Bids were reviewed and found to be in order. Notification of the project will go through the Swift system.

A motion was m/s/p, Geyen/Kissock, to award the project to the low bidder Pearson Bros., Inc. with a total base bid of \$56,825.00. All present voted in favor.

Resolution Sponsoring a MnDOT Landscape Grant Application June 2017 – June 2018

Kissock stated that a resolution is needed as part of the Highway 55 Beautification Project. We are holding off to select a site as part of possible safety improvements. Kissock wants to make sure that we don't lose our spot for funding.

A motion was m/s/p, Kissock/Geyen, to adopt Resolution #R2017-11 for the June 2017 – June 2018 MnDOT planting. All present voted in favor.

REPORTS OF COMMITTEES AND CITY STAFF

Airport Commission – Lynn Kissock

Kissock stated that the Airport Commission met on May 11. Items discussed included an update on hangar purchase which is still in discussion to purchase and would make the City in a better position to attract an FBO if we own a larger hangar; discussed a short term business at the airport but need to adopt minimum standards to regulate it; neighboring property owners are not interested in selling, but the City will keep an open dialog with them; the need for additional hangars. Bob Shadduck did submit resignation however we do have enough members without his position. There will be another Commission meeting to review the minimum standards. There will be an EAA pancake breakfast at the Buffalo Airport on June 11. The Fly-In at the Maple Lake Airport will be September 9 & 10.

A motion was m/s/p, Kissock/Geyen, to appoint Bill Mavencamp as Aviation Advisor as recommended by the Airport Commission. All present voted in favor.

Council Workshop – Lynn Kissock

Kissock gave an update from the Council Workshop. Items discussed included the Sheriff's Department annual update by Lt. Dan Anselment which highlighted the low crime rate in Maple Lake; County Commissioner Derek Vetch reported that there will be a meeting on May 4th at the Government Center regarding a public hearing for a proposed local option sales tax a ½% sales tax added to purchases in the

County for highway funding; proposed work in Lady Bug Park with a quote from Community Lawn Care to clean up the area at a cost of \$2,350.00 but directed the maintenance department to look into doing the work; the settlement agreement for the sewer backup claim was discussed at the workshop during a closed session. A Council meeting followed the workshop to approve the agreement; a rental ordinance was discussed but decided not to pursue it at this time; and 233 Birch Ave S. was discussed which the property is now listed for sale.

Park Board – Deb Geyen

Geyen gave an update from the Park Board meeting on April 24th. Items discussed were possible improvements needed at Irish Stadium to host the 2019 The State Amateur Baseball Tournament; recommended forgiving the balance of \$3,600 for the remainder of the loan for the Bolduan Park lights; dragging the fields at the community park ballfields; new park signs have been installed and refurbishing the community park sign; maintenance staff to do work at Lady Bug Garden removing raised beds and adding flower pots; condition of trails; future connection of existing trails to Ney Park and the beach and possible grants; ice rink in Jude Park; updating playground structures; possible sale of lots in Maplewood Addition to purchase park land in the Happy Knoll area; and soccer goals up in Community Park.

A motion was m/s/p, Geyen/Kissock, to forgive the \$3,600 balance for the Bolduan Park lights. All present voted in favor.

Planning Commission – Lynn Kissock

Kissock gave an update from the Planning Commission stated they are going through some ordinance amendments in some of the zoning districts and will be holding a public hearing in June.

Administrative Report – Lee Ann Yager

Yager stated that it's been a busy time with the recent workshops and committee meetings. Staff is getting vendors, volunteers, and advertising ready for Brewfest on June 17th. Staff along with SWTV is also getting ready for our first of 2 movies on Birch that we will hold this summer. The first one will be held on June 23rd which we will show the Secret Life of Pets that is sponsored by Rhino. The second movie will August 18th and we don't have a sponsor yet. A sponsorship is \$800 with a good portion of that going for the filming rights.

Maintenance Report – Jerry Sawatzke

Sawatzke received prices for painting the stoplights from R&H Painting at a price of \$24,000 with an estimated service life of 15-20 years and from for Pole Painting Plus at a price of \$5,350 at an estimated life of 3 years. Reference were checked and favorable.

A motion was m/s/p, Kissock/Geyen, to hire Pole Painting Plus at a cost of \$5,350 to paint the stoplights. All present voted in favor.

The compost site will be moving behind the maintenance building to allow for better control. The site will be locked due to non-compost items being left there and non-City residents' use. Sawatzke is requesting to hire someone between the hours of 9 am to 1:00 pm every Saturday.

A motion was m/s/p, Kissock/Larson, to authorize Sawatzke to hire and interview a part-time person at Grade 2, Step 1 to work every Saturday through fall. All present voted in favor.

A motion was m/s/p, Kissock/Geyen, to give a \$75 water bill credit to Yolanda O'Reilly at 340 Birch Ave S for access through her property and direct Sawatzke to hook her property up to tile line behind her garage. All present voted in favor.

Drainage issues by the Maple Lake Villas and the water line by Kramer Sale was discussed and are being worked on.

MISCELLANEOUS / UNFINISHED BUSINESS

Sheriff's Report in packet.

DATES TO REMEMBER / ANNOUNCEMENTS

City Cleanup Day – Saturday, May 20, 2017, 9:00am-1:00 pm at the City Maintenance Building

City Council Workshop – Tuesday, June 6, 2017, at 7:00 pm

Chamber Meeting – Wednesday, June 7, 2017, noon

Planning Commission – Tuesday, June 13, 2017, at 7:00 pm

Wine Club June 14, 2017, at 7:00 pm, Maple Lake Legion

Farmer's Market – June 16 – Sept 29, 2017 – Looking for volunteers and vendors

Brewfest – Saturday, June 17, 2017, 2-5:00 pm, at Irish Stadium

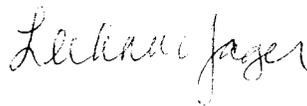
City Council – Tuesday, June 20, 2017, at 7:00 pm

Movie on Birch – Friday, June 23, 2017, at dusk

ADJOURN

A motion was m/s/p, Geyen/Kadlec, to adjourn at 8:57 pm. All present voted in favor.

Attest



Lee Ann Yager
City Clerk/Treasurer