

MAPLE LAKE CITY COUNCIL
Tuesday, July 17, 2018 Minutes

CALL TO ORDER

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

ROLL CALL

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

Absent: None

Others Present: Public Works Director Jerry Sawatzke, Economic Developer Jim Gromberg, Financial Advisors George Eilertson and Tammy Omdal City Attorney Rhonda Pagel and City Clerk/Treasurer Lee Ann Yager

AGENDA APPROVAL

A motion was m/s/p, Larson/Kadlec, to approve the Agenda with the following additions: All present voted in favor.

OPEN FORUM

Charlene Wurm was present on behalf of Maple Lake Bridging Zambia. The local group will be in Zambia September 8-22, 2018. They will be needing a letter of introduction from the City and will get us the names of the people that will be going. She also stated if there are people that would like to donate any gently used youth shirts with "Maple Lake" on it as the Zambian children would love it. The final pancake breakfast before the group departs will be August 26th from 8:30 to noon at the Legion.

Sean Deringer of 620 Maple Avenue North introduced himself as a Wright County Sheriff Candidate in the upcoming election. Sean has been with the Sheriff's Office for 21 years. He discussed his experience and why he'd like to be Sheriff.

CONSENT AGENDA

- Approval of the 6/19/2018 Minutes
- Approval of the 7/17/2018 Disbursement List, June Check Register, June Financials and Liquor Financials
- Approval of June P&Z Report
- Approval of Budgeted Finance Add-on Module to Civic Systems of \$6,900, \$3,450 Paid in 2018 and \$3,450 Paid in 2019 at Zero Interest.
- Approval of Community Guide Ad with the Maple Lake Messenger for \$779
- Approval of Ken Yager's Assessing Contract for 2019, 2020 and 2021
- Approval of Pay Request #6/Final Payment for the 2016 Street improvement to Mid-Minnesota Hot Mix, Inc. in the amount of \$24,392.54
- Approval of Contractor's Pay Request #1 to Knife River Corp. – North Central in the amount of \$88,760.07
- Approval of the Following Donations from the Maple Lake Lions:
 - Ambassadors - \$2,725
 - Beach - \$7,500
- Approval of Economic Development Report

- Moved Approval of Engineer's Report to the Maintenance Report

A motion was m/s/p, Jude/Larson, to approve the Consent Agenda as amended. All present voted in favor.

WRIGHT COUNTY SHERIFF'S DEPARTMENT

Deputy Tom Kiesling reported that there were 86 calls for service with the top violations coming from traffic violations, commercial burglary (false alarms,) medicals, traffic complaints, civil complaints, fraud and the most serious being an emergency landing at the airport however there were no injuries. Council requested more patrol between 5:00-6:00 pm on CR 7 and CR 8 because of the truck traffic from the detour.

DEPARTMENT REPORTS

Liquor Report – Yager reported that June sales were up 5 ½ % from June 2017 and up 6% year-to-date. It's been a busy summer so far and the weather has been in our favor.

Maintenance Report – Jerry Sawatzke

Sawatzke stated he would like to purchase a spreader in the amount of \$4,425 from M&M Service for the back of the Toolcat. He currently must replace it with a \$350-\$400 one every year. This will work well for the State Tournament because they will also use it to spread sand.

A motion was m/s/p, Geyen/Kadlec to approve the purchase of a spreader from M&M Service at a cost of \$4,425. All present voted in favor.

He gave an update on the 2018 street improvement project stating that they have the tile and fabric down on Robert Avenue and the storm line in on 6th Street up to Maple to the lift station, tomorrow they will start stripping down 7th Street with tile.

The roundabout project has the curb and tar cut out, S&P is doing electrical work for lighting, and they are working on the storm sewer line on CR 8.

Geyen stated that the Engineer's Report referred to Gravel working with Sawatzke on doing a CIP for the alleys in town. She feels it's much more important to be working on a sidewalk replacement plan. Direction had been given to look at the alleys.

A motion was m/s/p, Kissock/Kadlec, to approve the Engineer's Report. All present voted in favor.

Sawatzke stated they will be replacing the sidewalk in front of 40 Birch Avenue South at the same time concrete work is being done at 46 Birch Avenue South.

Administrative Report – Lee Ann Yager

Yager reported that the School District & County passed a resolution supporting the Workforce Housing apartment project which allows the project to proceed. The video is now available for people applying for chicken license. She spoke to a representative of the Pollution Control Agency regarding the corn dust from the elevator. He plans on making a visit to Maple Lake this week. Mark Davis with SWTV has taken a new position. Mark is the one that works with Movies on Birch, tapes events like the coronation & produces the parade video and subs for Parker. He will be missed. Planner Dean Johnson informed us that he will be retiring soon so we will need to look for new planning services.

NEW BUSINESS

Resolution Providing for the Issuance, Sale and Delivery of \$920,000 G.O. Improvement Bond, Series 2018A

George Eilertson, Northland Securities reviewed the financing plan for structuring the debt for the 2018 Street Improvement Project. He stated that the City has a strong bond rating of AA- that helps

drive the interest rate down. The bond amount is \$920,000 with a call date of February 1, 2026 and is structured around the City's existing levy and expected tax increment revenue. Larson questioned if we could get a higher bond rating if the sewer fund were in better shape and Eliertson stated that wasn't likely.

A motion was m/s/p, Kissock/Larson, to adopt **Resolution 2018-34** approving \$920,000 for the GO improvement bond. All present voted in favor.

Driveway/Garage Concerns at 121 Oak Avenue North

Kelly Knickerbocker was present to represent the estate of Thomas Corcoran. The property's driveway and garage is located on City property. They would like to sell the property but would not be able to until this matter is cleared up. She stated that the City had approached her father years ago to sell it to him, however there was no record of that in past minutes. The family would be interested in acquiring as much of the City lot as possible. The Council would like the pros and cons of selling the lot outlined report back to the December 7 work session for a quick decision.

Public Hearing on TIF Economic Development District 4-1

The regular meeting closed and the public hearing opened at 7:38 pm. Tammy Omdal of Northland Securities presented information on the establishment of a new Tax Increment Financing District proposed to assist a 12 unit workforce housing project. TIF allows the city to capture the increase of the new property taxes for a period of time. The maximum term for workforce housing is 9 years. The District is estimated to capture \$260,000 over the 9 years. At a future meeting the Council will consider a development agreement. Workforce housing is a new type of District as of 2017. The School District and County received the TIF plan 30 days prior to the public hearing and did pass resolutions approving their findings. It is the only type of District where the County & School District has the opportunity to approve or not, and without their approval the process would not have been able to proceed. The regular meeting reopened at 7:42 pm.

A motion was m/s/p Kissock/Jude, to adopt **Resolution 2018-35** Establishing Tax Increment Financing District 4-1 and the Development Program therefor and Establishing Tax Increment Financing District 4-1 and Approving a Tax Increment Financing Plan. All present voted in favor.

New Business

Resolution – Northstar Search & Rescue – Gambling Permit at Madigan's Pub & Grill

Deputy Ross Butterfield and Chief Diane Stefanick of Northstar Search & Rescue and Chris Nelson of Madigan's were present requesting issuance of a Gambling License to conduct charitable gambling at the Madigan's Pub & Grill. They service the 5 state area for search and rescue activity. The Lions are no longer at Madigan's and their charity would fill the need until the Maple Lake Lake Association is able to get licensed and trained in managing the gambling at Madigan's. A lengthy discussion ensued regarding the concern of donating back to the community. Madigan's would be the first in Wright County to have them manage the gambling. The City's gambling ordinance only references State law.

A motion was m/s/p, Geyen/Kissock, to adopt **Resolution 2018-36** approving the request of Northstar Search & Rescue for the issuance of a Gambling License to conduct charitable gambling at Madigan's, 110 Star St. W, Maple Lake, MN beginning August 1st, 2018, contingent upon all applicable gambling regulations.

Gear-Head Get Together

A motion was m/s/p, Kissock/Kadlec, to adopt **Resolution 2018-37** declaring Gear-Head Get Together on August 18, 2018 a Community Festival. All present voted in favor.

Stunt Performance

Pagel reviewed the City's agreement with the Chamber and stated that any stunt performances must be approved by the City Council. Twin Cities Fantasy Factory, LLC will be the performers. The City has received a certificate of insurance but the City was not named as an additional insured. The agreement with Twin Cities Fantasy Factory, LLC needs to be reworded to have stronger language regarding the insurance requirement.

A motion was m/s/p, Kissock/Geyen, to approve the stunt performance by Twin Cities Fantasy Factory, LLC provided the agreement be modified as requested by the City attorney and that a certificate of insurance naming the City as an additional insured and the revised agreement be approved by the City Attorney. All present voted in favor

Farmers Market – Geyen publicly thanked John Northenscold for his time and effort on getting the Farmers Market going. She also thanked Dan Peterson on taking on the manager position. Stipends will be discussed at an upcoming work session.

Fair Election Process – Geyen had a concern regarding candidate rotation on ballots. Yager stated rotation is done by the printing company using neutral methods. Yager will check on ballot rotation rules.

Committee Updates

Wastewater Treatment Update – Lynn Kissock stated that the Commission reviewed the RFP that went out for a new WWTP operator. Annandale has been operating it for cost. This was a good way to see if their price was fair or if the commission wanted to go another route. One proposal was received from People Serve which was considerably higher than Annandale's operation. The decision was made to stay with the City of Annandale. Geyen stated that she felt that the bids should have been thrown out because Annandale had the opportunity to see the result and propose a lesser amount. She stated that private individuals wanted to bid but didn't know how to bid the repairs. Kissock stated that Annandale provided the rates and the amount of staff time it would take. They also had stated that if they continue to do the service, they would need to increase staff thereby increasing cost. All prospective bidders had the opportunity to ask questions on the bidding process. Pagel mentioned the importance of erring on the side of extra transparency because the appearance of impropriety can seem worse than any actual impropriety.

A motion was m/s/p, Geyen/Kissock to have Pagel review the Commission's minutes to determine if there were any concerns. All present voted in favor.

Old Business

Quiet Title Action – Geyen questioned the quiet title action regarding the easement going into the old sewer plant. Pagel reviewed that the City was just named in the lawsuit which is common when there is a cloud on the title. Pagel clarified that this is an easement of record and it remains. She also stated we have been contacted by the Bank for a meeting and Staff will meet with them once they enter into a pre-development agreement.

Ordinance Violations – Deb Geyen discussed her concerns with ordinance violations as follows: a petition from Danielson Court residents, a fence between the trailer court and Bolduan Park, City wide tour, substantial abatement for 3 trailers, follow-up on outside storage. Also discussed was creating a policy on how aggressive the City wants to be on enforcing violations and how much time and money should be spent; should we go out and pursue or be reactive and act on written complaints and have a paper trail. The Council directed the Zoning Administrator to review the status of the Tilus carwash and highway parcel provide a memo on the property.

Strategic Plan – Geyen questioned the timing of a new industrial park. Gromberg stated that it would be unwise to build an industrial park when we clearly need to expand housing first which gives workers a place to live and helps the School District with enrollment. We need to identify the area where we can expand and determine how we expand services to it. That is considered shovel ready.

Miscellaneous / Other Business

- Sheriff's Report
- Donation Thank You from the Maple Lake Library – it was noted that the Library will be moving to the corner of Division and Birch – the former site of Becca Beads, the laundromat and the Insurance Center. They did receive funding from Wright County.
- Primary Election is coming up on August 14th where office filings will be narrowed down to 2 candidates.

Dates to Remember / Announcements

- Personnel Meeting, July 24, 2018 at 6:30 pm
- Respectful Workplace Session, Thursday, July 26, 2018 at 7:00 pm
- Candidate Filing Begins, Tuesday, July 31, 2018
- Chamber Meeting, Wednesday, August 1, 2018, noon at Madigan's
- Council Work Session, Tuesday, August 7, 2018 at 7:00 pm
- Primary Election, Tuesday, August 14, 2018 – Polls open 7:00 am to 8:00 pm
- Candidate Filing Ends, Tuesday, August 14, 2018 at 5:00 pm
- Canvass Election Results, Thursday, August 16, 2018 at 6:30 pm
- City Council, Tuesday, August 21, 2018 at 7:00 pm

Adjournment

A motion was m/s/p, Jude/Kadlec, to adjourn the meeting at 9:24 pm. All present voted in favor.

Attest



City Clerk/Treasurer