

MAPLE LAKE CITY COUNCIL
Tuesday, September 18, 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: Heather Kadlec, Lynn Kissock, and Kirk Larson

Absent: Deb Geyen and Todd Jude

Others Present: Public Works Director Jerry Sawatzke, Liquor Store Manager Ang Berthiaume, City Attorney Rhonda Pagel, Economic Developer Jim Gromberg and City Clerk/Treasurer Lee Ann Yager

Mayor Kissock acknowledged the passing of John Northenscold, Sr. and the many things he did to serve the City. She thanked his wife, Carol, for bringing in flowers from the funeral.

AGENDA APPROVAL

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

OPEN FORUM

No one was present.

CONSENT AGENDA

- a. Approval of the 8/7/2018 and 8/21/2018 Minutes
- b. Approval of the 9/18/2018 Disbursement List, August Check Register, August Financials and Liquor Financials
- c. Approval of August P&Z Report
- d. Approval of Liquor Store New Hire Neil Kramer Effective September 1, 2018 at Grade 3 Step 1
- e. Approval of 1 Step Increase for Elizabeth Borell for Achieving the Designation of Minnesota Certified Municipal Clerk
- f. Approval of Contractors Request for Payment #3 for the 2018 Street Improvement Project for Knife River in the amount of \$232,889.37
- g. Approval of Economic Development Report
- h. Approval of Engineer's Report

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

1. WRIGHT COUNTY SHERIFF'S DEPARTMENT

Deputy Tom Kiesling reported that since August 15 there were 121 cases that ended in a report. He stated that juvenile complaints were down.

DEPARTMENT REPORTS

Liquor Report – Ang Berthiaume

Berthiaume reported that 68 people attended Wine Club on September 12th and 103 bottles of wine were sold. Sales were up 7% for August. The store will be collecting wine for the Library Fundraiser on October 6th. Those that purchase wine for the fundraiser will receive 10% off.

Maintenance Report – Jerry Sawatzke

Sawatzke reported that staff will be bringing up the manhole covers & gate valve boxes and seeding in the Jude Addition. They have replaced the bad curbing areas and seeded. Both areas will be tarred when the Jude Addition project is ready.

Administrative Report – Lee Ann Yager

Yager welcomed Taylor Andres, who is taking over Parker's position as AV Technician and also congratulated Elizabeth Borell on receiving her Minnesota Certified Municipal Clerk designation.

We received the survey back on the city property adjacent to the Tom Corcoran estate. The survey came in at \$1,350. Once all other costs are obtained a sale price can be determined. This will be on the October 2nd workshop agenda.

Jim, Elizabeth and Yager sat down with Jared and Janet from Bolton & Menk to talk about upcoming projects, projected growth, existing and future land use for planning purposes.

NEW BUSINESS

Planning Commission

Amy Morris – Interim Use Permit

The Planning Commission held a public hearing to consider the request of Jennifer Paustis and Amy Morris to have 4 dogs in an R-1, Urban Residential zoning district. They currently have 3 dogs in hospice and a younger female dog. Amy stated that the reason they have 4 is a combination of households and they didn't realize they couldn't have 4 dogs. They have no interest in having more than 2 dogs once the older ones pass away and are not looking for the permit to last after two of the older ones pass away. Comments were received for and against the applicant having 4 dogs.

A motion was m/s/p, Kissock/Kadlec, to adopt Resolution 2018-40 per recommendation of the Planning Commission approving the Interim Use Permit requested by Jennifer Paustis and Amy Morris to have 4 dogs at their property located at 303 Birch Ave S, PID #110-022-002010, with the conditions that the property remain physically fenced (not an invisible fence), be kept clean and healthful at all times, excrement to be removed regularly, and only minimal barking allowed. The Interim Use Permit will terminate with the passing of two of the dogs. The City must be notified in writing upon the passing of the dogs. All present voted in favor.

Zoning Amendment – Addition of Mini-Storage as a Conditional Use Permit in the I-1 and B-2 District

This item was reviewed at the Planning Commission. A discussion was had regarding the consideration of adding Mini-Storage as a Conditional Use in the I-1, Light Industry and the B-2, Highway Business Districts. Economic Developer Jim Gromberg stated that traditionally most cities put them in the industrial areas because they act as a buffer between industrial and residential and one of the City owned lots in the Industrial Park would be a good spot. Gromberg stated that Mini-

Storage does need the visibility and easy access the highway would allow, and it could be argued that it does fit with the purpose stated in the B-2, Highway Business District.

Wayne Elam of Commercial Realty Solution was present representing Chris Paumen. Wayne works with every city in Wright County. He stated that mini storage is in high demand and the units today are not like those in the past; they are more of a retail finish which can be controlled through the Conditional Use process. They typically end up being in the industrial or business district.

Todd Borell, a member of the Planning Commission stated he doesn't agree with using the limited amount of highway frontage the City has for mini storage. The Council needs to decide what is best for the city.

Other comments received included the highway property has sat empty for a long time, we have limited highway frontage and mini storage can be a nice buffer between industrial and residential.

This was a city initiated zoning ordinance amendment since there was an inquiry and we currently don't allow them in any district and therefore we are not subject to the 60-day rule. This item was tabled until the Council work session.

Bluefin Builders – Project Consideration

Roy Marttinen sent a letter requesting that the City's portion of the SAC and WAC be removed from the build price and have that assessed over a period of time. They are adjusting their project in Taylor Commons by offering a stick frame instead of the ICF Concrete to reduce the base price. With this adjustment the starting price could be as low as \$189,900.

A motion was m/s/p, Kissock/Kadlec, to direct staff to work with the builder to put together the paperwork to present a more formalized plan to the Council. All present voted in favor except Larson, who voted no.

Resolution Approving the Contract for Private Development between the City of Maple Lake and Cedar Lake Engineering, Subject to the Building Permit Approval and City Staff Review

Jim Gromberg from WSB stated that the Contract for Private Development defines the assistance the City is giving the builder for their project to be completed by the end of 2019. By approving this agreement, they can start the preliminary steps like grading, but are still waiting for the building permit. When the building is done the City will issue a Certificate of Completion. The first increment will come at the end of 2019 or beginning of 2020.

A motion was m/s/p, Kissock/Kadlec, adopting **Resolution 2018-41** approving a Contract for Private Development with Cedar Lake Engineering, Inc. subject to the building permit approval and City Staff review. All present voted in favor.

Resolution Approving the 2019 Proposed Budget and Proposed Tax Levy

The proposed budget and levy needs to be adopted by September 30, 2018. The proposed budget and levy can be reduced, if needed, but cannot be increased. The final budget and levy will be adopted at the December 4 or 18th meeting. At that time, the Council will also receive copies of the entire 2019 budget for all funds for approval.

The overall General Fund budget requirement for the City for 2019 is \$2,071,717, an increase of \$128,697 over 2018. The overall proposed levy for 2019 is \$1,201,822, an increase of \$36,309 over 2018. The City received the preliminary Tax Capacity from the County; the Tax Capacity went from \$1,730,344 to \$1,832,808, an increase of approximately 6.6%, which is a result of the increase in of the residential, commercial and rental property values. Residential property home values generally increased about 5% and commercial and non-residential increased approximately 1%.

Based on the budget numbers discussed at the workshop, the City's proposed 2019 tax rate would be 65.573, a decrease of .5% from the 2018 tax rate of 65.884.

A motion was m/s/p, Kadlec/Larson, to adopt **Resolution 2018-42** approving the 2019 Proposed Budget \$2,071,717 and the proposed Levy of \$1,201,822. All present voted in favor.

Resolution Approving the Truth in Taxation Public Hearing Dates

A motion was m/s/p, Kissock/Larson, to adopt **Resolution 2018-43** approving the Truth in Taxation hearing to be held December 4, 2018 at 7:00 pm with the continuation hearing on December 18, 2018. All present voted in favor.

Resolution Authorizing the Mayor and Clerk to Execute the MnDOT Grant Agreement for the Fuel Facility Airport Improvements

This item was previously approved to apply for the grant. A Resolution is needed to authorize signing the grant.

A motion was m/s/p, Larson/Kadlec, to adopt **Resolution 2018-44** authorizing the Mayor and Clerk to execute the MnDOT grant agreement for the fuel facility airport improvements. All present voted in favor.

Consider Adopting a Resolution Opposing the Sale of Strong Beer, Spirits & Wine in Grocery and Convenience Stores

This has been proposed by the Legislature in the past. The MMBA supports the opposition.

A motion was m/s/p, Kissock/Kadlec, to adopt **Resolution 2018-45** opposing the sale of strong beer, spirits & wine in grocery and convenience stores. All present voted in favor except Larson, who voted no.

Committee Updates:

Airport Commission – Kissock reported that the Airport had their Fly-In and pork chop dinner and had a steady flow of people. The Commission met and discussed goals, including how to restructure the airport layout to regain the instrument approach. Gravel was at the meeting and discussed the process of the Airport Layout Plan. The process will take the Commission, Council and the public in the overall discussion. Also discussed was the demand for hangars.

Old Business

None

Miscellaneous / Other Business

Sheriff's Report in Packet

Dates to Remember / Announcements

- Friday, September 21, 2018 – Free Meal at UCC Church, Check website for details
- City Council Workshop Tuesday, October 2, 2018, 7:00 pm
- Chamber of Commerce, Wednesday, October 03, 2018, noon, at Bethlehem UCC Church
- Library Fundraiser, Saturday October 6, 2018 at the Maple Lake Legion
- City Council Meeting, Tuesday, October 16, 2018 at 7:00 pm

Adjournment

A motion was m/s/p, Larson/Kadlec, to adjourn the meeting at 8:08 pm. All present voted in favor.

Attest



City Clerk/Treasurer