

MAPLE LAKE CITY COUNCIL
Tuesday, December 18, 2018 Minutes
7:00 pm

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, Heather Kadlec, Lynn Kissock, and Kirk Larson

Absent: None (1 seat vacant)

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

AGENDA APPROVAL

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

OPEN FORUM

Minnetonka Mayor Brad Wiersum, along with Luke Fischer and Pat Beety of the League of MN Cities were present to thank Mayor Kissock for her 10 years of service on the City Council. They also presented Kissock with a plaque in recognition of her time served as a League Board Member.

Greg Thomes of the Maple Lake Fishing Derby was present to promote the 44th Annual Fishing Derby. He stated that in addition to the entertainment, there will be an extra band this year. There is currently 7.5" of ice, and they are hoping for cold weather since safety is first. They are considering using shuttles to parking areas. Deb Geyen chairing the 10th Annual Polar Plunge.

CONSENT AGENDA

- a. Approval of the 11/20/18 and 12/4/18 Minutes
- b. Approval of the 12/18/2018 Disbursement List, November Check Register, November Financials and Liquor Financials
- c. Approval of November P&Z Report
- d. Approval of Liquor Store New Hire Christy Ladda, Effective 11/26/18 at Grade 3 Step 1, Replacing Kim Hofman
- e. Approval to Grant Application for Exempt Permit – St. Timothy CCW Quilt Raffle March 24, 2018
- f. Approval to Grant Application for Exempt Permit – Knights of Columbus Raffle on February 2, 2019
- g. Approval of the Following Year-End Transfers:
 - \$6,500 from Ambulance Fund to Fire Relief Association
 - \$6,500 from Fire Department Fund to Fire Relief Association
 - \$5,000 from Ambulance Fund to Fire Department Fund
 - Approval of \$13,000 from General Fund to Airport Fund
 - Approval of \$25,000 from Liquor Fund to General Fund
- h. Approval of Economic Development Report
- i. Approval of Engineer's Report

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

WRIGHT COUNTY SHERIFF'S DEPARTMENT

Deputy Kiesling reported that there were 69 cases in Maple Lake with the most incidents being medical and traffic violations. He stated that the average first time cost for a DWI \$10,000 so to please be responsible over the holidays. 10 seasonal parking citations have been issued over the past month.

DEPARTMENT REPORTS

Liquor Report – Ang Berthiaume

Berthiaume reported that 131 tickets were sold for the Holiday Tasting at the Maple Lake Legion and 425 were sold. 1,015 bottles were sold in 2018 at the Wine Club versus 786 in 2017. Sales were up 18% in November with a YTD increase of 7%. Holiday hours are Sunday from 11:00-4:00 pm and 9:00-2:00 on Christmas Eve and closed Christmas Day and New Years Day.

Maintenance Report – Jerry Sawatzke

Sawatzke reported that the maintenance staff have been cutting trees, getting the skating rink ready and working on shop equipment.

Administrative Report – Lee Ann Yager

Yager stated that there is an opening on the Planning Commission. This member must be a city resident or own property in Maple Lake. She offered condolences to the family of Kurt Onstad. Kurt passed away on December 4th. He was a former Councilmember from 1979-1986. She also stated that it's been a pleasure working with Kissock over the past 10 years.

NEW BUSINESS

Public Hearing – TIF 4-1, Workforce Housing

The regular meeting closed, and the public hearing opened at 7:15 pm. This project is the same plan that was approved at the August 21 meeting, however it has moved locations to Lot 9 Block 1, Paumen 3rd Addition. The public hearing closed, and the regular meeting opened at 7:16 pm.

A motion was m/s/p, Kissock/Geyen, to adopt Resolution 2018-59 establishing Development District 4 and the Development Program and establishing Tax Increment District 4-1 and approving the TIF Plan. All present voted in favor.

TREE OF HOPE – Elaine Morrow

Morrow was present to provide information on the Tree of Hope event which is held the first Saturday of every December at the Maple Lake Airport. Toys are collected from all over the state and delivered to 40 hospitals in MN. This year, nearly 6,000 toys and games were collected and processed by approximately 117 volunteers. There were up to 27 planes that flew in for the event. Toys are collected all year around. She stated how important the Maple Lake Airport is with the use of Bob Shadduck's large hangar.

PUBLIC HEARING – 2019 FEE SCHEDULE

The public hearing would typically be held by the Planning Commission since it's a part of the Zoning Ordinance, but the Planning Commission deferred this to the Council unless it

has planning related fees. The regular meeting closed, and the public hearing opened at 7:25 pm. Yager reviewed the proposed changes presented in the Council packet as follows:

Demo Permit	
Residential	\$50.00
Non-Residential	\$100.00
Plus S/W Shut-off & Inspection	\$130.00
Street Right of Way Permit Hole Size Over 10x10	
Fee Estimated by Public Works Director	
Water Meters	
New Construction 5/8"	\$300.00
Second Meter 5/8"	\$300.00
New Construction-Sewer Access Charge	\$5,500.00
City retains \$2,000/\$3,500 to Joint Power Sewer	
Water	
Base Rate	\$7.20
0-2,000 Gallons/Thousand	\$4.20
2,000-5,000 Gallons/Thousand	\$4.45
5,000-10,000 Gallons/Thousand	\$4.75
10,000-20,000 Gallons/Thousand	\$5.00
20,000-30,000 Gallons/Thousand	\$5.25
30,000+ Gallons/Thousand	\$5.50
Minimum Non-Utility User	\$31.00
Sewer	
Base Rate	\$8.05
Base Rate II-Residential	\$1.15
Base Rate II-Non-Residential	\$3.45
0-2,000 Gallons/Thousand	\$9.00
2,000-5,000 Gallons/Thousand	\$9.35
5,000-10,000 Gallons/Thousand	\$9.60
10,000-20,000 Gallons/Thousand	\$9.90
20,000-30,000 Gallons/Thousand	\$10.20
30,000+ Gallons/Thousand	\$10.50
Recycling Pickup (monthly rate)	\$4.75
Fire Department Lock Box	\$400.00

No one was present for the public hearing. The regular meeting opened at 7:27 pm.

A motion was m/s/p, Kissock/Larson, to adopt **Resolution 2018-60** amending the Maple Lake Zoning Ordinance Section 80: Fees. All present voted in favor.

RESOLUTION DESIGNATING POLLING PLACE

Each year the City must designate a polling place regardless if there is an election.

A motion was m/s/p, Kadlec/Geyen, to adopt **Resolution 2018-61** declaring City Hall, 10 Maple Avenue South, Maple Lake, to be the polling place for 2019. All present voted in favor.

WEBSITE UPGRADE

Yager reviewed the 2 options for upgrading our current website or moving to GovOffice to provide our website. Having used GovOffice in the past, staff feels that the GovOffice

platform is more user-friendly for the non-tech-savvy individual than the WordPress format. The Council had received an opinion from Clay Hickman who suggested moving to TownPress, a version of WordPress. He provided the city with a sample site as well as GovOffice. Staff recommended switching to GovOffice. This item was tabled to the next workshop.

Closed Session – Negotiate Sale of City Lot

The meeting closed at 7:42 pm to go into a closed session under the exception to the open meeting law to discuss the sale of property owned by the city located at 710 6th street NW. It was concurred by the Council that Mayor-Elect Todd Borell could attend the closed session as any sale would not be finalized until next year. The City consultants present also attended the closed session.

The regular meeting reopened at 8:09 pm. The Council received a purchase agreement on the city-owned lot at 710 6th Street NW from Stray Duck Laboratories. This lot was acquired from Wright County as a tax forfeited lot with the understanding that it would be sold for development for the City's costs which are expected to be approximately \$5,000. The offer was for \$71,000 which was based on the tax assessed value. The Council agreed to a counter offer reducing the purchase price due to the restrictions the city has in selling the property to the actual costs the city has in the property plus any closing fees, the remaining amount would be considered a business subsidy and need to follow that process, and that the deadline for construction of a 10,000 square foot building to be completed is 12/31/2019. If construction is not completed by that time, the property would revert back to the City. The building would be a 10,000 square foot facility that would include their business and 2 bays for rental, each being 2,000 square feet. Groundbreaking is expected in the spring of 2019. Purchasers Christopher Thiel and his wife Amber gave their bios and told a bit about their business.

*A motion was m/s/p, Kissock/Geyen, to adopt **Resolution 2018-62**, to enter into a purchase agreement with Stray Duck Laboratories with the purchase price being the city's costs and the difference between the tax market value and the city's cost with the remainder being a business subsidy, and that the addition that the building be completed by 12/31/2019 or the property would revert back to the city. All present voted in favor.*

The Council discussed the lot next to the Maplewood Park. This lot was received from the State with the requirement that it be a park. Pagel reviewed the options the City had which are limited due to the State requirement of it being park use until 2029. She stated that attempts could be made to work with the State to purchase the lot at fair market value, retain a portion of it and sell the remainder. She felt that costs would be prohibitive given what the city could sell the remaining lot for and her advice was to not take further action. The council agreed.

OLD BUSINESS

None.

MISCELLANEOUS / OTHER BUSINESS

The Sheriff's report was in the Council packet.

DATES TO REMEMBER / ANNOUNCEMENTS

- City Offices Closed December 24-25, 2018, at Noon Monday, December 31st and Tuesday, January 1st for Christmas/New Years Holidays
- Chamber of Commerce, Wednesday, January 02, 2019, noon, at The V by HH
- City Council, Thursday, January 03, 2019 at 7:00 pm (Workshop to follow)

Mayor Kissock thanked everyone for her time on the City Council.

On behalf of the City Council, Councilmember Deb Geyen recognized Mayor Kissock for her 10 years of service with 4 as Councilmember and 6 as Mayor, and she presented Mayor Kissock with a plaque recognizing her service to Maple Lake.

ADJOURNMENT

A motion was m/s/p, Geyen/Larson, to adjourn the meeting at 8:27 pm. All present voted in favor.

Attest,



City Clerk/Treasurer