

MAPLE LAKE CITY COUNCIL
Tuesday, December 19, 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, Todd Jude, Lynn Kissock, and Kirk Larson

Absent: Heather Kadlec

Others Present: City Attorney Rhonda Pagel, City Engineer Phil Gravel and City Clerk/Treasurer Lee Ann Yager

AGENDA APPROVAL

A motion was m/s/p, Geyen/Jude, to approve the agenda with the addition of Speed Signs on CR 8 N added to Old Business. All present voted in favor.

OPEN FORUM

Jennifer Smail from Custom Bagfitters was presented with a \$20,000 check through the City's Revolving Loan Fund. Her shop is located at 40 Birch Avenue South and she invited everyone to come in and experience her shop where she makes custom bags, totes and more.

CONSENT AGENDA

- Approval of the 12/5/2017 Minutes
- Approval of the 12/19/2017 Disbursement List, November Check Register, November Financials and Liquor Financials
- Approval November P&Z Report
- Approval for Council to attend the 2018 Experience Leadership Conference January 26-27, 2018
- Approval of the Following Transfers:
 - \$6,500 from Ambulance to Fire Relief Association Fund
 - \$6,500 from Fire Department to Fire Relief Association Fund
 - \$5,000 from Ambulance Fund to Fire Department Fund
 - \$13,000 from General Fund to Airport Fund
- Approval of the Following Donations:
 - Chamber of Commerce
 - Farmers Market - \$1000
 - Maple Lake Property Owner's Assoc.
 - Fishing Pier - \$1,500
- Approval of Economic Development Report
- Approval of Engineer's Report

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

WRIGHT COUNTY SHERIFF'S DEPARTMENT

Deputy Young reported that there were 229 calls for service and of those, 101 were traffic stops, 14 alarms and 11 snowbird violations. Geyen asked if there could be additional patrol south on CR 7.

LIQUOR STORE REPORT

Berthiaume was not present but had reported that there were 113 customers that came to the Holiday Wine Tasting on December 7th. They had a lot of great compliments on how the tasting went. 28 cases of product orders were taken and sold that evening. Thank you to the Maple Lake Legion for making some great appetizers! They had a great open house weekend on the 16th. They had a wide variety of tastings.

NEW BUSINESS

Tricia Manuel – Evergreen Tree on City Lot

Tricia Manuel was present to discuss a permanent Christmas tree on the city lot. Manuel wanted to be proactive on Christmas lighting anticipating Xcel's restraining lighting on their poles. A tree will be going into Ladybug Park but the size of the tree on the lot will matter, and Twin Lakes Design is looking into a tree that would fit the lot. A discussion ensued including the cost of lighting a tree annually, possibly cutting the tree down if the lot was sold. This will be discussed at an upcoming workshop and with the Chamber.

Public Hearing – Fee Schedule

The regular meeting closed at 7:22 pm and the public hearing opened regarding the fee schedule. Proposed changes to the Fee Schedule were discussed as follows: move park pavilion rental under permits; remove building permit deposit fee of \$1,000 from P&Z since it's never been used; remove Dance and Large assembly fees from permits since it's never been used and the bars, Gear-Head and St. Patrick's Day should be charged as it is currently written and it doesn't differentiate between chamber events and non-chamber events; reword the minimum non-utility fee so it's more understandable; and not charge for Misc. Utility Charge – additional reports since it is now an automated report. There were no comments from the public. The regular meeting opened at 7:27 pm.

*A motion was m/s/p, Jude/Larson, to adopt **Resolution 2017-40** to amend the Maple Lake Zoning Ordinance Section 80: Fees. All present voted in favor.*

Approval of Amended Development Agreement for Taylor Commons

Pagel reviewed the proposed changes to the Development Agreement which outline the timing of the payment of the SAC/WAC and park dedication fees to be paid at the time of closing rather than at the time of the building permit. Gravel also reminded of the requirement of 2 trees per lot.

*A motion was m/s/p, Jude/Larson, to adopt **Resolution 2017-41** approving the amended development agreement for Taylor Commons and authorize Mayor and Clerk to sign. All present voted in favor.*

Approval for Payment of \$3,352.10 to Wright County for Landmesser Tax Forfeited Property

Pagel stated that several years ago Landmesser came to Council wanting to offer a quit claim deed on her life estate with the City, but because it would have a negative impact on her financial situation, it was determined that the best course of action would be to let it go through the tax forfeiture process. This fee represents the payment of back taxes & processing fees. The property was acquired because of the airport zoning.

*A motion was m/s/p, Kissock/Jude, to adopt **Resolution 2017-42** approving the payment of \$3,352.10 to Wright County for the transfer of the Landmesser tax forfeited property to the City. All present voted in favor.*

Feasibility Study for 2018 Street Improvement Project

Gravel presented a draft Feasibility Report for the 2018 Street Improvement which includes properties in the Jude residential developments. The proposed project includes complete bituminous removal and replacement, and curb replacement as needed. It is also proposed to install drain tile and drain tile inlets to manage sump pump drainage. It's proposed to follow the same per-lot assessment process that was used for the 2016 Street Improvement project. The estimated project cost is \$851,000. Some of the property on 6th Street will be captured through TIF dollars. A neighborhood meeting and public hearing could be held in February. A discussion was held on replacing all of the curb rather than only as needed. This could be discussed with property owners at a neighborhood meeting. Gravel will present it with an as-needed curb replacement and full curb replacement options.

James Hess Settlement

The City was served with a case in Conciliation Court for the flooding that occurred at 469 Ash Ave. S on July 22, 2016. The League's representative has negotiated with both parties and have come to a mutual agreement in the amount of \$5,000 - city pays \$1,000 deductible and league \$4,000 for damages that occurred. The Plaintiff has signed the Settlement Agreement as well as the Property Damage Release in which parties admit to no liability for claim and payment is solely to compromise a disputed and contested claim. The League's agent will be submitting the documents to the Court.

*A motion was m/s/p, Kissock/Jude, to adopt **Resolution 2017-43** approving the settlement agreement with James Hess.*

Approval of Revolving Loan Application and Guidelines

The Council received the draft and revision to the revolving loan application and the program policies and procedures. The biggest change to the program reflects the applications being approved by the EDA rather than the Council; the other changes are basically housekeeping.

It's recommended that the City collect a \$250 non-refundable application fee which covers staff time that the City has already spent and also it makes it more serious for the applicant and that we are not wasting the applicant's time or staff time. It was discussed if the application fee should be refunded or put toward the repayment of the loan.

A motion was m/s/p, Kissock/Jude, to approve the Revolving Loan Application and Guidelines as presented adding a sentence to the application that a security interest in the applicant's property may be required as part of the loan approval process and that the \$250 application fee is non-refundable, and if the loan is approved, the application fee would be applied to the loan. All present voted in favor.

REPORTS OF COMMITTEES AND CITY STAFF

Maintenance Report

The fishing pier is here now and the Maintenance Department is working on it.

The tile work is done in the alley behind Fobbe's house between Birch and Maple Ave. S

Administrative Report – Lee Ann Yager

Yager stated that she is working with Gravel on updating the map of available properties for the website and adding the lot at the corner of Birch & Division to CRS (Commercial Realty Solutions) commercial listings of available properties. Lot on Lark Dr. in the Maplewood Addition has been listed for \$24,900 with Oak Realty. The speed sign going out of town was moved further to the south. Taylor Commons first building has started.

Committee Updates – Lynn Kissock

Planning Commission

Kissock stated that the Planning Commission discussed the application for MP Utilities to add a dynamic display sign onto their existing sign.

A motion was m/s/p, Kissock/Geyen, to adopt **Resolution 2017-44** per recommendation of the Planning Commission to approve the Interim Use application of MP Utilities for a dynamic display sign to be added onto their existing sign at 500 CR 37 E, PID #110-500-061104 per the application and terminating in 20 years or when the property sold, whichever comes first. All present voted in favor.

Also discussed was the sign at the school not meeting the guidelines in that it should be something other than bare wood. The Council directed staff to submit a letter to the School District & applicant requesting the improvements to the sign.

A Chicken Ordinance was also discussed briefly at the Planning Commission since it should be part of the Zoning Ordinance if it moves forward. The feedback from the Planning Commission was that 2 felt it should only be allowed in the AG district, 1 felt that it should only be allowed if there is a means to enforce the ordinance, 1 felt it would be ok, and 1 remained neutral. This will be discussed at the January workshop.

Discussion about contacting Great River Energy to see if they would voluntarily enclose their facility on Maple Avenue to approve the appearance. The Planning Commission recommended that staff send a letter asking if they'd be willing to screen it. Council consensus was to send a letter.

Highway 55 Corridor Coalition

Kissock attended the Highway 55 Corridor Coalition meeting. The State received funding to look at safety improvements for Highway 55. Kissock informed them that there is a lot of safety concerns on Highway 55 in Maple Lake and she made sure that Maple Lake should be on their priority list when additional funding is received. A 4-lane project would cost about 10 million dollars per mile so it is not in the near future. There is a paving project coming in the next few years so they are willing to look at a possible turn lane at Cenex. The Spruce Avenue intersection was also discussed for a few years down the road and would most likely be a roundabout versus a stoplight as the State would participate in that but a stoplight would be at the City's expense and there are safety issues with a stoplight at that intersection.

WCAT

It was approved that the County is joining WCAT and will be putting a considerable amount of money in it.

OLD BUSINESS

Strategic Plan

Geyen stated that she wants to see a group formed to see that the City stays on top of pursuing an industrial park.

Speed Signs on CSAH 8 North

Jude stated that the County moved the "End 30 mph" speed sign closer to town. It was initially moved further out but the County stated that legally it was out beyond the legal boundary. The dynamic speed sign will be moved in closer before the curve in the spring to the legal speed zone. Geyen stated that the location is incorrect where the sign is located on CSAH 7 South. It was suggested that Virgil Hawkins from Wright County attend a workshop to discuss the issue.

MISCELLANEOUS BUSINESS

- Sheriff's Report in Packet
- Charter Price Increase

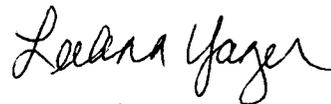
DATES TO REMEMBER / ANNOUNCEMENTS

- City Offices Closed December 25-26, 2017
- City Offices Closed January 1, 2018
- City Council Workshop – January 2, 2018 at 7:00 pm
- Chamber Meeting – Wednesday, January 3, 2018, noon at the V
- Planning Commission – Tuesday, January 09, 2018, at 7:00 pm, if needed
- City Offices Closed January 15, 2018 in observance of Martin Luther King Jr. Day
- City Council – Tuesday, January 16, 2018, at 7:00 pm
- Chamber Social – Thursday, January 25, 2018, 5:00-7:00 pm at the Legion
- Fishing Derby – Saturday February 3, 2018
 - Geyen stated that the Fishing Derby may be a walk-on contest if the ice is not thick enough.
 - There will also be an Artic Plunge at 10:00 with proceeds going to the Fire Department and the Maple Lake Properties Owners Assoc. for weed control.
- She also stated that they are looking for someone who is willing to head up the Farmers Market

ADJOURNMENT

A motion was m/s/p, Jude/Larson, to adjourn at 9:19 pm. All present voted in favor.

Attest,



City Clerk/Treasurer