

MAPLE LAKE CITY COUNCIL
May 21, 2024 Minutes

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mayor Lynn Kissock.

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Present: John Haack, Wayne Paumen, Lori Hausken, and Lynn Kissock.

Absent: Scott Chantland

Others Present: Shirley Slater-Schulte, Interim City Administrator, Chuck Boser, City Engineer – Stantec; Sam Ketchum, City Attorney, Kennedy & Graven; Al Hudek and Pat Melvin, DDA & Associates

AGENDA APPROVAL

Mayor Kissock requested the following addition/changes to the agenda:

Removal of Item “B” Request for Approval of 2nd floor additional to an existing building located at 21 Oak Avenue S. Charlene Ribaud – need more information.

A motion was made by Councilor Hausken, seconded by Councilor Paumen to approve the agenda as amended. All voted in favor. Motion declared passed.

OPEN FORUM

Deb Geyen stated concerns with Item #8 and the word “consider”– review and consider Quotes for Abatement work at 110 Birch Avenue S and 118 First Street E. Geyen stated that the rumor is that Mr. River’s sold this property to John Haack for \$1.00. She wants something done to get these properties cleaned up.

Geyen stated some concerns with previous staff and the turmoil that the city is in, and the council is somewhat responsible for some of this cost. She stated that this is going to take time and money to straighten things out. The city hired an Interim City Administrator along with the new employees and they walked into a ‘Beehive’. Geyen thanked everyone involved for moving forward.

John Rivers, 211 4th Street, W., Maple Lake stated that he has been a resident for about 25 years and owns properties in this city across from this negative junk yard property on 2nd Street. He stated that the rumor going around town is not true, and he did not sell the building to John Haak for a dollar. When he moved his business to Maple Lake, he leased the building from Wright Hennepin and was offered the chance to purchase this building but after an inspection there were a lot of things wrong with the building. He stated that he wants to commend the City Council for their outstanding job in the way

they handled this issue at the last Council meeting. What an outstanding job! Nice editorial in the newspaper and I want to thank, “John Haack” for the outstanding comments that he made in this article. I received a lot of good feedback and support on this issue. The city image is very important! New businesses are not going to continue to relocate to this city if we do not change the image. I would like to see the demolition of these buildings.

John Haack requested to speak and explained his letter to the paper and stated that he had lots of positive comments about the information regarding property values and that his “junkyard” was not responsible. I have an action in court scheduled for August 9, 2024. I have asked several times for what items are going to be removed. I have purchased several trailers and a new shed to place items in. I am still working and have been spent several thousands of dollars to repair this building and would like to have it placed on the “Historical Registry.” Mr. Haack has requested a copy of what items must be removed. The city ordinances are out of date and need to be changed. I have screened the property, put up fences, put up a gate, I do what the city says and then they have a search warrant for my private residence. I need to know what items to remove. This is frustrating and “Thank you” for your time.

Kelly King, owner of Cash & Eddie’s Dog Training, introduced her new proposed business that has been approved by the Planning Commission. She stated that she is a resident of Maple Lake and that the new business will be located at 115 Division Street. She reviewed the business, policies and procedures for the new business and Thanked the City Council for their time and consideration and would like to give back to this community.

Ryan Smail stated that he & his wife have a business at 46 Birch Street, and he is bringing a different perspective not as a homeowner but as a business owner. I think it would be the City Council’s responsibility not only to promote the city but to keep it clean. Customers will question as to what is this “mess?” The Flea Market is not a Flea Market, there are no vendors, and it needs to end. Move this stuff up to Hasty! I am concerned about the image of this community and people coming into town think this is a real “joke”. No one wants to buy property next to this mess.

CONSENT AGENDA

1. Resolution 2024-23 Accepting Donation from Ramsey Lake Property Owners Association to Maker & Growers Festival in the amount of \$2,000.00.
2. Resolution 2024 -24 Accepting Donation from Ramsey Lake Property Owners Association to Maple Lake Fire Department in the amount of \$2,000.00.
3. New Part-Time Employee for Liquor Store – Anni Sammon 5/18/2024 start date.

A motion was made by Mayor Kissock, seconded by Councilor Haack to approve the Consent Agenda. All voted in favor. Motion declared passed.

DEPARTMENT REPORTS

- a. Administrative Report – Shirley Slater-Schulte, Interim City Administrator reported on the following:
1. Update on PSN Training, Credit Card & Finance Transactions
 2. Update on Civic Training, Water Billing, etc.
 3. Update on collection of past due invoices.
 4. Received approval on the Aero Agreement State Equipment Grant #1056708 – Equipment for Airport

Agreement with Civic System, LLC for services through May 2024 including Bank Reconciliations, Utility, Accounts Receivables, Payables and Training for \$2,400 and \$3,300 for new employee training (22 hours for AR, Utility, CR and Bank Reconciliation).

Motion to approve the agreement with Civic system LLC for services for training of new employees and bank reconciliations through May 2024 in the amount of \$5,700.00. Motion made by Mayor Kissock and seconded by Councilor Haack. All voting yes. Motion declared passed.

- b. Fire Department – Fire Chief Steve Peterson presented the following items for approval. He stated that the Fire Department obtained a quote from Midwest Fire for a 2300 Gallon Tanker Truck in the amount of \$332,843.00. This will be a 2-year process and Maple Lake Fire will be replacing vehicle #10 Tanker Truck.

APPROVAL OF QUOTE FROM MIDWEST FIRE ON NEW FIRE VEHICLE

Motion to approve the request by the Maple Lake Fire Department to move forward with the quote from Midwest Fire for a 2026 -2300 Gallon Tanker truck in the amount of \$332,843.00. Motion made by Councilor Paumen, seconded by Councilor Hausken. All voting yes. Motion declared passed.

HIRING OF AARON DURAN AS MAPLE LAKE FIREFIGHTER

Motion to approve the hiring of Aaron Duran as a Maple Lake Firefighter. Motion made by Mayor Kissock, seconded by Councilor Haack. All voting yes. Motion declared passed.

CITY ENGINEER'S REPORT-Chuck Boeser

5th Street Road & Utility Feasibility Report

Project Manager: Chuck Boser Project Number: 193806978

We are approximately 90% completed with the feasibility report and cost estimate A workshop with the council and city staff should be scheduled to determine what the cost share should be for some of the project costs like the bypass and turning lanes, trunk utilities. etc. After the cost shares are decided, the report is ready to be presented to the council.

The council authorized Stantec to proceed with the report at the April 2 council meeting.

Lead Service Line Inventory Project Number. 193807015

We are currently working on the inventory spreadsheet data entry. The ArcGIS survey 123 is completed and now publicly available comments. included with this report is a letter (the public survey) that could be sent to all Maple Lake residents and uploaded to the City's website. We received the completed grant from the State on April 8. The new deadline for the LSLI final submission to the State is mid-July 2024.

2024 Street Maintenance Project Number: 193806815

Contracts have been approved. The crack filling has been completed. The seal coating will take place sometime later in June or early July, after the city completes some various street patching. included with this report is Pay Request No. 1. We recommend approval and payment for the amount included in PR01. The quantities included in PR01 include the crack filling that was complete.

Project Number: 193806902

The engineering grant application with MnDOT was executed April 12. Design is completed. Soil Borings were completed April 30, and the geotechnical report is currently being completed Final Plans and Specs were approved on May 7. Project bid date is scheduled for June 5. MnDOT will phase this project and grant. The first phase will be design and bidding and the second phase will be construction.

2023 Street Mill & Overlay Project

No current update. Construction was substantially completed on October 17th. The 2-yr correction period began October 17, 2023. The contractor is working on the various punch list items We will continue to monitor the turf establishment areas this fall and into the spring.

2023 Street Improvements Project 193805783

No current update. Construction was substantially completed on August 30. The 2 yr. correction period began on August 30, 2023. The final lift of pavement will be completed in May or June 2024. The lighted pedestrian crossing beacon on Oak Ave and Congress Street is installed and operational.

Lift Station 6 Generator Project Number: 193805541

Pay Request No 1 was approved on May 7. The Contractor is slated to acquire the various materials needed. The generator is scheduled to ship mid-summer. installation could be completed by September. The contracts have been executed and distributed. The project was awarded to Augusta Electric, Inc., at the August 1st council meeting.

State Park Road Account Program (SPRA) for possible ML Beach & Public Access Project. The project was not selected for the grant by the MN DNR. The city could apply again in 2025.

Active Transportation (AT) and Safe Routes to School (SRTS) infrastructure

The State did not accept SRTS Planning Grant solicitations in fall of 2023. We are waiting for when the next application will come out as it could be this Spring or in the Fall.

Lucky Charms Daycare site (Geneva Rd)

Stantec could provide review of site plan and building review once building application is applied for. Prelim and Final Plans were reviewed at the April planning commission meeting and were approved by council on April 16. MNDOT did not provide any comments from their 30-day review period.

MGG Airport equipment grant was fully executed on May 14

MGG Airport Taxilane H Project - Currently working with MnDOT, Office of Aeronautics. for amending the current Airport Layout plan preapproved concept plan. A topographic survey of the project area was completed in fall 2023. Per the airport commission, a possible option for Taxilane H could include relocating the existing parking lot and creating new 60x60 foot hanger structures.

SS4A Grant & Comprehensive Safety Action Plan

In December 2023 the City was awarded approximately \$135,000 in federal funding to help develop an Action Plan for Comprehensive Safety. A draft federal agreement was sent to the State on March 2nd for the grant. City staff should create the RFP for the Comprehensive Safety Action Plan work after the grant agreement is fully completed and executed.

CITY ATTORNEY REPORT - Sam Ketchum gave an update on the Legislative Session and noted that the League of MN Cities will be reviewing all of the changes.

WRIGHT COUNTY SHERIFF – not present

PUBLIC WORKS DIRECTOR REPORT – Al Hudek gave an update on the City Cleanup Event. There were 111 residents, 70 appliances, 36 TV 's, 80 tires, a shredder truck, 8T of scrap iron, 2 full garage trucks, and lots of furniture.

Seal Coating was scheduled for today but due to the weather, it will take place weather permitting for Spruce Avenue, 4th Street and Ball Park.

PURCHASE OF MIXER AND MAINTENANCE PROGRAM FOR WATER TOWER

Al Hudek, Public Works Director, recommended that the City Council approve the purchase of a Mixer and Maintenance Program for the water tower. He explained that the cost of \$45,699 is paid over 3 years at \$15,233 per year and then it would be a cost of \$3,222 - \$4,406 per year ending in 2025. This mixer will keep the water from freezing within the water tower.

Motion to approve the purchase of the Mixer & Mixer Maintenance Program for the Water Tower. Motion made by Councilor Hausken, seconded by Councilor Paulment. All voted yes. Motion declared passed.

MAPLE LAKE ROYALTY- Miss Maple Lake Dayzie Floding, Maple Lake Princess Mackenzie Gunderson, Little Miss Maple Lake Aurora Knapp and Little Miss Maple Lake Delaney Miller made their appearance at the City Council meeting and thanked the City of Maple Lake for their support. Junior Princess Lillian Enger was not able to attend.

MAPLE LAKE LIBRARY REPORT

Mayor Kissock stated that she is the representative from the city for the Maple Lake Library. The library has completed the update of all the computers and has several activities and programs. Mayor stated that the Library Board will be attending one of our meetings in the future.

OLD BUSINESS

Review and consider Quotes for Abatement Work at 110 Birch Avenue S and 118 First Street E.

Mayor Kissock informed Councilmember John Haack that he would have to remove himself from the council at this time as this matter is about his properties. Councilor Haack stepped down and joined the audience.

Mayor Kissock proceeded to inform the council members that at the last council meeting, they agreed to move forward with the abatement work for the outside area of both properties. The council will review and consider the two quotes that have been received from Junk Masters and QuickTurn Property Services, LLC.

Sam Ketchum, City Attorney, stated that the council will make two separate motions for each of the properties.

Mr. John Haack, Property Owner, has been asked on a couple of occasions to waive the storage fee and has been made aware that none of these items that will be removed can be returned to these properties. Storage is just allowing Mr. Haack to have time to move the items to another location, the items cannot be returned to either of these properties, plus Mr. Haack will have to pay all the costs up front in order to be able to claim any of these items that are being removed.

Mr. Haack stated that he does not know what items are being removed.

Sam Ketchum, City Attorney, stated that there is only one storage option, and the quotes include the storage of the items, items to be stored securely somewhere else and the understanding is up to 90 days. Before, Mr. Haack can retrieve any of the items he must pay for all costs prior to removal.

Mayor Kissock stated that the city has received two quotes: one from Junk Masters for just the 110 Birch Property is \$98,22500. This quote includes no 90-day storage. The quote for 110 Birch with removal and storage for 90-day storage of the items is \$170,475.

The quote from QuickTurn Property for the 110 Birch Property is \$173,550 with storage and \$110,800 is just for clean-up, no storage.

The Junk Masters is the lowest quote for the 110 Birch property.

The residence located at 118 1st Street E., just for the cleanup and disposal/recycling of this property is \$31,600 quote from Junk Masters. To cleanup and store for 90 days and then dispose of the items for this property would be \$51,350. The quote for this property from QuickTurn for the cleanup is \$101,550.

Motion to direct staff to enter into a contract with Junk Masters for the property cleanup of 110 Birch South.

Motion made by Mayor Kissock, seconded by Councilor Paumen. All voting yes.
Motion declared passed.

Motion to direct staff to enter into a contract with Junk Masters for the property cleanup at 118 1st Street East.

Motion made by Mayor Kissock, seconded by Councilor Hausken. All voting yes.
Motion declared passed.

Councilor John Haack rejoined the City Council meeting.

NEW BUSINESS

Request for Approval of Dog Training Business at 115 Division Street for Kelly King - approved by Planning Commission.

Mayor Kissock welcomed the new business owner and stated that this item was approved by the Planning Commission.

REMOVED FROM THIS AGENDA AS MORE INFORMATION IS NEEDED - Request for Approval of 2nd floor additional to an existing building located at 21 Oak Avenue S.– Charlene Ribaudo-approved by Planning Commission.

DDA Human Resources, Inc. – Pat Melvin stated that the city had received 24 applications for the City Administrator’s position. The City Council were given the top 8 candidates to rate and after tallying the results, the top candidates chosen to move up to the next step in the process are the following: Candidates ranked: #4 received 17 points, #8 received 15 points, #3 & #6 received 8 points and #2 received 7 points.

Mr. Melvin stated that he will continue to set up the interviews for Thursday, June 13th, 2024, and will communicate the schedule to city staff.

The motion was made by Mayor Kissock to move forward with the 1st and 2nd candidates after interviews have been completed, seconded by Councilor Haack. All voting yes. Motion declared passed.

PLACED ON JUNE 3, 2024, AGENDA – MORE INFORMATION IS NEEDED - Quadient Mailing Postage Machine Proposal placed on the next agenda for June 3, 2024.

OTHER BUSINESS

1. Wright County EDA Meeting for June 12, 2024, 4:30 p.m. to 6:30 p.m.

ANNOUNCEMENTS/DATES TO REMEMBER

***APRIL-MAY 2024 DATES TO REMEMBER:**

*Chamber of Commerce meeting, Wednesday, June 1, 2024, at noon

*Park Board Meeting, Monday, June 10, 2024, at 5:00 p.m.

*Planning Commission Meeting, Tuesday, June 11, 2024, at 6:00 p.m.

*Maple Lake Library Board Meeting, June 12, 2024, at 5:30 p.m.

*City Council Meeting, Tuesday, June 4, at 6:00 p.m.

ADJOURNMENT 8:00 P.M.

The motion was made by Councilor Haack, seconded by Councilor Hausken to adjourn.
All present voted in favor.

Date _____

Shirley Slater Schulte, Interim City Administrator