

**CITY OF MAPLE LAKE
WRIGHT COUNTY, MINNESOTA
MINUTES OF MAPLE LAKE REGULAR CITY COUNCIL MEETING
SEPTEMBER 17, 2024 - 6:00 P.M.**

1. **Call to Order** - The regular meeting of the Maple Lake City Council was called to order by Mayor Lynn Kissock at 6:00 p.m. on Tuesday, September 17, 2024.

2. **Pledge of Allegiance**

3. **Roll Call** – Mayor Lynn Kissock, Councilors: John Haack, Scott Chantland, Lori Hausken and Wayne Paumen.

City Staff and Consultants Present: Scott Hildebrand, City Administrator; Sam Ketchum, City Attorney; and Chuck Boser, City Engineer.

4. **Approval of Agenda** – Motion by Councilor Chantland and seconded by Councilor Hausken to approve the Amended Agenda as presented. Motion passed unanimously by voice vote.

5. **Open Forum** – Matters presented in the Open Forum are limited to 5 minutes. Any matter that requires additional time or consideration by the Council may be tabled until a future meeting.

No member of the public was present to address the Council.

6. **Law Enforcement Report** – Deputy Bauman was present, but did not have anything formal to report.

7. **Consent Agenda** – Motion by Councilor Hausken and seconded by Councilor Paumen to approve the Consent Agenda, which included:

- a. Approval of Minutes – City Council Meeting of September 03, 2024
- b. Approval of Minutes – City Council Budget Workshop / Special Meeting of September 11, 2024.

8. **Department Reports**

a. **City Engineer – Chuck Boser**

1. Engineer Boser presented his monthly update.
2. A discussion was had regarding the upcoming Safe Routes to School (SRTS) Grant. The general consensus was that this grant slightly overlaps, but is not in conflict with the Safe Streets Grant, so City Staff should apply for this grant when it opens in October.
3. Engineer Boser provided an update regarding the draitile project.

4. Boser presented the feasibility report for the City's Proposed 5th Street Roadway and Utility Project. After much discussion, a Work Session was scheduled for Monday, October 7th at 530 p.m. so that financial representatives may be present to fully illustrate the City's options for the development.

b. City Administrator – Scott Hildebrand

1. Hildebrand provided an update regarding the status of the 2023 financial audit.
2. Hildebrand presented a change order for ABDO to complete the financial reconciliations through October, 2024 and discussed other possible options or financial oversight by ABDO. Motion by Mayor Kissock and seconded by Councilor Hausken to approve the change order in the amount of \$9,000 allowing ABDO to complete the bank reconciliation through October, 2024. Motion passed unanimously by voice vote. It was noted that Staff levels should be evaluated to ensure tasks are completed instead of outsourcing.

c. Public Works Director – Not present

d. City Attorney – Sam Ketchum – nothing new to report.

e. Liquor Store - Received

f. Code Enforcement – Received – Hildebrand will speak with Code Enforcement to prepare a shortened memorandum for future meetings.

g. Parks Board Minutes – Councilor Hausken reported on the Parks Board meeting and the Council received a draft copy of the minutes from the September 9, 2024 Parks Board meeting.

Hausken requested Staff look into how other Cities work with organizations, because she feels there should be greater transparency between how the organizations invest funds back into Bolduan Park and Irish Stadium.

Hausken also requested that someone speak with Mike Rowe regarding the City's \$10,000 donation to the School for pickleball courts. She opined the funds should be returned to the City if they are not going to be spent soon.

Staff will work to advertise for the vacancy created by the resignation of Jay Shields.

h. Planning Commission Minutes – Councilor Chantland reported for the Planning Commission meeting and the Council received a draft copy of the minutes from the September 10, 2024 Planning Commission meeting.