

MAPLE LAKE CITY COUNCIL

October 19, 2021 Minutes

CALL TO ORDER

The meeting was called to order at 7:00 pm by Mayor Pro Tem Deb Geyen.

ROLL CALL

Council Members Present: Deb Geyen, John Haack, Brian Fondurulia and Kristen Logas.

Absent: Todd Borell

Others Present: Renee Eckerly, City Administrator; Al Hudek, Public Works Director; David Anderson, City Attorney (Kennedy & Graven); Jamison Quast, Cable Commission; Bill Korpela Jr, Paul Manuel, Lake Central Insurance Services; Tracy Reimann, MNSPECT; John Donohue, Jim Zumbusch, and Katie Friedman, Messenger

OPEN FORUM

No one was present

AGENDA APPROVAL

A motion was m/s/p, Logas/Fondurulia to approve the agenda as written. Adding 8j. and 10d dates quiet zone dates. All present voted in favor.

CONSENT AGENDA

- a. Approval of the 8/17/2021, 9/21/2021, Minutes and 9/7/2021, 9/28/2021, 10/06/2021 Special Meeting Minutes.
- b. Approval of 10/19/2021 Disbursement List, October Check Register, October Financials
- c. Approval of Engineer's Report
- d. Approval of P & Z Report
- e. Airport ALP and MP Monthly Update
- f. Liquor Store Report – Ang Berthiaume
- g. Maintenance Report – Al Hudek
- h. The Church of St. Timothy Gambling License for March 20, 2022
- i. Maple Lake Ice Fishing Derby Gambling License Date Changed to Feb. 5, 2022
- j. Contractor's Request for Payment #4 – St. Project \$ 152,028.87
- k. Resignation of Catherine Koenig, Liquor Store Clerk last day Oct. 22, 2021
- l. Hire Melissa Beaudry, Liquor Store Clerk retroactive to Sept. 9, 2021 at \$11.50 per hour
- m. Hire Jaime Holcombe, Liquor Store Clerk retroactive to Sept. 24, 2021 at \$11.50 per hour

A motion was m/s/p, Logas/Haack to approve the consent. All present voted in favor.

Wright County Sherriff's Department

Deputy was present at the beginning of meeting but had to leave before his report.

Department Reports

a. **Administrative Report**

Renee Eckerly, City Administrator reported attended multiple Wright County meetings on economic development (MAP retail businesses) and parks (trails). Webinar ARP, Accounting Clerk started, meeting with SAFEbuilt and Jeff Rivers, PACE.

November 8, 2021 at 5:00 p.m. will be Personnel Committee regarding closed performance evaluations.

New Business

a. **Insurance Renewal & Resolution 2021-24 Appointing Lake Central Insurance–Paul Manuel**

A motion was m/s/p, Geyen/ Logas to approve Insurance renewal and Resolution 2021-24 Appointing Lake Central Insurance and Paul Manuel agent. All present voted in favor.

b. **Resolution 2021-25 Limit on Municipal Tort Liability – Paul Manuel**

A motion was m/s/p, Geyen/ Logas to approve Resolution 2021-25 Not Waiving the Monetary Limit on Municipal Tort Liability. All present voted in favor.

c. **Discuss Special Assessment Agreement for Kimberly Zumbusch, 52 Rose Ave S & John & Maureen Donohue, 46 Rose Ave S**

Council directed staff to work with residents and David Anderson, City Attorney to bring an agreement back if requested by affected residence.

d. **Draft Liquor Store Clerk Job Description**

A motion was m/s/p, Haack/ Logas to approve the Liquor Store Clerk Job Description. All present voted in favor.

e. **Quote on replacing section 3 of the Fire Hall roof for \$29,240.00 plus building permit**

Since the quote was above \$25,000.00, Steve Peterson, Fire Chief will need to get a second quote per State Statute 471.345. If the roof is causing damage that the approval can't wait till the next meeting, Council is willing to call a special meeting on Monday, October 25, 2021, at 4:30 p.m. to just approve the quote.

f. **Resolution 2021-26 Accepting \$1,000 Donation from Lions for Fire Relief Association**

A motion was m/s/p, Fondurulia/ Haack to approve Resolution 2021-26 Accepting \$1,000 Donation from the Maple Lake Lions for Fire Relief Association. All present voted in favor.

Fondurulia left council chambers

g. **Quote on purchasing Elgin Pelican NP Single Gutter Broom Sweeper for \$234,152.00 before trade-in**

This amount is from the Cooperative Vendor State bid. The Sweeper will last 15 – 20 years. A Sweeper was quoted last year, this one is about \$2,000 more

A motion was m/s/p, Geyen/ Haack Quote approving the purchase of an Elgin Pelican NP Single Gutter Broom Sweeper for \$234,152.00 before trade-in. All present voted in favor.

h. Quote on purchasing John Deere 1025R sub-compact for \$36,880.661025R

The John Deere has a 54-inch blower, 52-inch broom deck and bagger, and smaller loader.

A motion was m/s/p, Haack/ Geyen Quote on purchasing John Deere 1025R sub-compact for \$36,880.661025R under state bid. All present voted in favor.

i. Draft Paid COVID-19 Leave Policy

A motion was m/s/p, Haack/ Logas to approve the Paid COVID-19 Leave Policy. All present voted in favor.

j. Street Closure Request from Chamber of Commerce for “Christmas in Maple Lake”

A motion was m/s/p, Geyen/ Haack to approve the street closure request from Chamber of Commerce for “Christmas in Maple Lake” on December 11, 2021 from 10:00 a.m. to noon. All present voted in favor.

Old / Other Business

a. MNSPECT – Tracy Reimann, Specialty Inspector Update on Code Enforcement/Building Permits

Reimann reported on status of code enforcement complaints and building permits.
Fondurulia return to council chambers 8:30 p.m.

b. Public Works Maintenance Worker Position

A motion was m/s/p, Fondurulia/Haack to begin the hiring process to fill the vacant Public Works Maintenance Worker Position. All present voted in favor.

c. Public Works Maintenance Supervisor Position

The job description was not ready to present to the City Council.
City Council requested a Special Council meeting to discuss the Public Works department job descriptions, wages and employee structure.

d. Committee Reports

- Special Council 9/28/2021

Geyen reported the workshop was in regards to the preliminary 2022 budget and levy

- Council Workshop – 10/5/2021

Geyen reported that at the workshop was in regards to the Railroad Quiet Zone and Airport

- Special Council 10/6/2021

Geyen reported this workshop was in regards to the structure of the Public Works Department such as number of staff, job descriptions, job titles, wages

- Joint WasteWater Commission Meeting – 10/7/2021

Geyen reported at the meeting it was discussed water flows, insurance, budget, construction planning in 2024.

Dates to Remember/ Announcements

- a. Letter from State Demographic Center Regarding Population
- b. News Release – Wright County Board Considering Extension of Local Sales Tax
- c. Wright Count Parks & Recreation Comprehensive Master Plan
- d. Select dates for Quiet Zone meeting was added
- e. Tonya Tufte, Lexi Peterson, Tara Turner-Fondurulia, Bill Korpela is interested in being appointed to the Park Board

f. League of MN Cities - 2021 Fall Forum

- City Council Workshop, 11/3/2021, at 4:30 pm (preliminary budget)
- Airport Committee Meeting, 11/3/2021 (cancelled)
- Liquor Store Committee Meeting, 11/08/2021 at 5:00 p.m. (need items for agenda)
- Planning Commission Meeting, 11/09/2021 at 7:00 p.m. (must have meeting CUP application)
- Veterans Day, City Hall Closed, 11/11/2021
- City Council Meeting, 11/16/2021 at 7:00 p.m.
- Thanksgiving, City Hall Closed, 11/25/2021 and 11/26/2021
- Airport Committee Meeting, 12/01/2021 at 5:00 p.m. (will be held)

Chamber is holding business trick and treat on October 29, 2021.

The population sign for the City of Maple Lake is missing on County Road 8.

Winter Parking starts November 1, 2021 at 1:00 a.m. until streets are cleared. One warning only. Public Works department will be putting flyers on cars in the downtown area.

Adjournment

A motion was m/s/p, Geyen/Haack to adjourn at 9:20 p.m. All present voted in favor.

Attest,

Renee Eckerly
City Administrator