

City of Madison Lake
City Council Minutes
Tuesday, July 17, 2012 & Monday, July 30, 2012

Tuesday, July 17, 2012

Call to Order

Mayor Reichel called the regular Council meeting to order at 7:04 pm.

Roll Call

Members Present: Mayor Ken Reichel, Steve Bjerke, Kent Hoehn and Chuck Ries.

Members Absent: John Howard

Staff Present: City Administrator Kelly Steele, Deputy Clerk AmberRose Brudellie, and Police Chief Dan Bunde.

Others Present: None

Pledge of Allegiance

Consent Agenda

1A) Approval of Agenda

A motion by Ries, seconded by Hoehn, to approve the agenda with the addition of 6C) Street Maintenance and 6D) Brother's Pub Liquor License.

Roll Call: Ayes: Reichel, Bjerke, Hoehn, and Ries

Nays: None

Motion carried.

1B) Accepting of Minutes from Regular Meeting of July 2, 2012

- Council discussed whether or not the employee's name should be included under item 7A).

A motion by Ries, seconded by Hoehn, to accept the minutes from the July 2, 2012 regular meeting revising 2E) bullet number four to read "The Relief Association will contribute \$5,000.00 and the Fire Department Reserve Fund would also need to contribute \$5,000.00 to purchase the \$15,000.00 thermal imaging camera.", revising 2E) the second motion to read "A motion by Bjerke, seconded by Ries, to approve the purchase of a thermal imaging camera with the \$5,000.00 grant from Alliance Pipeline, the Relief Association contributing \$5,000.00 and the Fire Department reserve fund contributing \$5,000.00." and removing the bullet number eight from item 6C) Paddlefish Parade.

Roll Call: Ayes: Reichel, Ries, Bjerke, and Hoehn

Nays: None

Motion carried.

1C) Approval of Vendor Claims Totaling \$34,125.88.

- Council discussed the letterman jackets purchased by the fire department.
- Council discussed how the relief association decides to spend their money.
- Council discussed the Dakota Pump & Control invoice for the lift station power outage.
- Council discussed the Casey's bill and directed Ms. Steele to speak with Mr. Kennedy about purchasing items in Mankato as a cost savings measure.
- Chief Bunde stated that the police department was approximately \$30.00 under budget last year when looking at the line item budget.

A motion by Hoehn, seconded by Bjerke, to approve vendor claims in the amount of \$34,125.88.

Roll Call: Ayes: Reichel, Ries, Bjerke, and Hoehn

Nays: None

Motion carried.

Unfinished Business

4A) Annexation

- Mr. Bjerke and Mr. Larson met with Mike Wheaton regarding annexation.
- Mr. Larson is going to look into the property owned by the Schraml's.
- Council will discuss deferred assessments with Shannon Sweeney before scheduling a meeting with Gary Hiniker.
- Council directed the Planning Commission to look at an ordinance on how to handle lake properties and roads.

4B) Paddlefish Days Parade

- Ms. Steele stated that she has not received a copy of Cynthia Frederick's parade application yet.
- There is no charge to participate in the parade.
- Ms. Steele contacted the League of Minnesota Cities regarding limitations on parades.
- Council discussed issuing a parade permit in the future and possible limitations on the parade.
- Council discussed parking the day of the parade and the detour of Highway 60.
- Council directed Chief Bunde to find a couple of officers from local departments to have on duty during the parade. Council also directed Chief Bunde to contact the State Patrol and Blue Earth County Sherriff.
- Council discussed having a Gold Cross unit in town during the parade.
- Council directed Chief Bunde to contact Ms. Frederick for an approximate head count next week.
- Ms. Steele stated that Representative Tony Cornish will be counting people for the Bikini Parade.

New Business

6A) BCA Contract Amendment

- This is an amendment to the contract Council previously approved.
- Chief Bunde stated that this contract allows the police department access to the BCA's files.

A motion by Ries, seconded by Hoehn, to the accept the BCA contract amendment.

Roll Call: Ayes: Reichei, Ries, Bjerke and Hoehn
 Nays: None
 Motion carried.

6B) Draft 2013 Financial Budget Review: Administration, Police & Fire

- Ms. Steele stated that insurance rates are going up.
- LGA preliminary numbers will be released by August 1, 2012.
- Ms. Steele included a three percent raise across the board for employees
- Employer paid flex was increased \$50.00 a month for those that qualify.
- Council discussed the City's contract with AmeriPride.
- Chief Bunde stated that he reduced the repair and maintenance line item by \$500.00.
- The police uniform line item was increased by \$400.00 for a new vest.
- Chief Bunde stated that the records will be moving to Blue Earth County due to e-citations. They will handle all of our records and narcotics disposals. Chief Bunde is going to budget \$2,000.00 for this.
- Council directed Ms. Steele, Ms. Brudelic and Chief Bunde to review the police department time cards.
- Chief Bunde stated that Ms. Steele will be adding an additional line to his budget for administrative citations.
- Council discussed the Civil Defense budget.
- Mr. Howard and Ms. Steele will be meeting with Greater Mankato Growth next week to look at our contract.
- Ms. Steele is reviewing our bonds. We will need to increase the levy for some as they are low on cash.
- The preliminary levy will need to be set at the first meeting in September.
- Ms. Steele stated that reviews will start in August.
- Ms. Steele will have a draft of the employee handbook for review a future meeting.

6C) Street Maintenance

- Council reviewed the bid form for multiple street repair projects.

- Ms. Steele will advertise for bids and will mail the bid form out to area contractors.
- Council directed Ms. Steele to look at the budget for these projects.
- Mr. Bjerke stated that streets should be seal coated every five to seven years depending on traffic.

A motion by Ries, seconded by Hoehn, to advertise for bids.

Roll Call: Ayes: Reichel, Ries, Howard, Bjerke and Hoehn
 Nays: None
 Motion carried.

6D) Brother's Pub Liquor License

- Mr. Haefner has provided the City with proof of insurance.
- Council discussed Mr. Haefner's administrative fine for renting without a license.
- Council discussed Mr. Haefner's rental license.

A motion by Hoehn, seconded by Ries, to approve outside sales for Brother's Pub during Paddlefish Days subject to Mr. Kennedy providing a location.

Roll Call: Ayes: Reichel, Ries, Howard, Bjerke and Hoehn
 Nays: None
 Motion carried.

A motion by Ries, seconded by Bjerke, to continue the meeting on July 30, 2012 at 7:00 pm.

Roll Call: Ayes: Reichel, Ries, Howard, and Hoehn
 Nays: None
 Motion carried.

Monday, August 30, 2012

Call to Order

Mayor Reichel reconvened the regular Council meeting at 7:10 pm.

Roll Call

Members Present: Mayor Ken Reichel, Steve Bjerke, Kent Hoehn and Chuck Ries.

Members Absent: John Howard

Staff Present: City Administrator Kelly Steele, Deputy Clerk AmberRose Brudellie, Fire Chief Kevin Kennedy, Public Works Supervisor Chris Roemhildt, and Police Chief Dan Bunde.

Others Present: None

6B) Draft 2013 Financial Budget Review

- Ms. Steele stated that the property tax levy is currently going up nine percent.
- Council discussed the Civil Defense Capital Outlay fund balance and what the money will be used for.
- Mr. Roemhildt and Mr. Kennedy will find out how much it will cost to purchase a new siren and to convert our current sirens to 800 MHZ.
- Ms. Steele stated that no grant money is currently available to replace sirens.
- Council discussed administrative fines and directed Ms. Steele to speak with Abdo, Eick & Meyers.
- Council discussed the reserve fund balances.
- Council discussed hiring an additional public works employee for safety and OSHA reasons.
- Council budgeted \$10,000.00 for an additional public works employee.
- Council discussed the Street Reserves budget.
- Council discussed replacement of the public works vehicles.

- Council discussed purchasing a new lawn mower.
- Mr. Kennedy informed Council that the fire department will need new air bottles at a cost of \$32,000.00 in nine years and new turn out gear at a cost of \$44,400.00 in five years.
- Mr. Kennedy is budgeting \$32,000.00 for Hurst Equipment. The fire department has applied for a FEMA grant for this equipment for three years.
- Council discussed water and sewer rates.
- Council would like to see a levy increase of zero to two percent.
- Council discussed water tower maintenance.

Adjournment

A motion by Bjerke, seconded by Hoehn, to adjourn the meeting at 8:58 pm.

Roll Call: Ayes: Reichel, Ries, Howard, and Hoehn

Nays: None

Motion carried.



Kenneth Reichel, Mayor

Attest:



Kelly Steele, City Administrator-Clerk