



City Council Minutes

Madison Lake City Council

Tuesday, February 18, 2014

1) Call Meeting to Order & Pledge of Allegiance

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

2) Roll Call

Members Present: Mayor Ken Reichel, Carolyn Hiniker, Steve Bjerke and Kent Hoehn.

Members Absent: John Howard

Staff Present: City Administrator Ari Klugman, Assistant City Administrator Wendell Sande, Deputy Clerk AmberRose Brudelie, Public Works Supervisor Chris Roemhildt, City Engineer Chris Larson, and Police Chief Dan Bunde.

Others Present: None

3) Approval of Agenda

A motion by Hiniker, seconded by **Bjerke**, to approve the agenda.

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

Nays: None

Motion carried.

4) Approval of Vendor Claims

A motion by Hiniker, seconded by **Bjerke**, to approve vendor claims.

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

Nays: None

Motion carried.

5) Consent Agenda

a) Accepting of minutes from regular meeting of February 3, 2014

b) Approval of Temporary Liquor License for All Saints Catholic Church on March 29, 2014 (for Beer and Wine Tasting)

A motion by Hoehn, seconded by **Hiniker**, to approve the consent agenda.

Roll Call: Ayes: Reichel, Hiniker, and Hoehn

Nays: None

Abstained: Bjerke

Motion carried.

6) Open Public Comments

a) Amber Brudelie with All Saints Education Center

- Ms. Brudelie stated that she is a member of the Advisory Board at All Saints Education Center.
- All Saints will be holding an Open House on Thursday, February 27, 2014 from 9:00 am to 7:00 pm and we would like to personally invite each of you to attend.
- There will be information available at the Open House regarding all of the programs that are offered and for the Winter Carnival we will be holding in March.

7) **Appearances & Presentations**

8) **Ordinances & Resolutions**

- a) Resolution #2014-13 Approving County Project within Municipal Corporate Limits for CSAH 26
- Ms. Klugman stated that Blue Earth County sent over plans for Main Street and asked us to approve this resolution.
 - Council discussed the State Aid requirements.

A motion by Hiniker, seconded by **Hoehn**, to approve Resolution #2014-13 Approving County Project within Municipal Corporate Limits for CSAH 26.

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

- b) Resolution #2014-14 2013 Fund Balance Changes and Closing Funds
- Ms. Klugman reviewed the funds that the auditor would like to close as the projects are complete and have been paid in full.
 - The second item is a requirement by the auditors for the Fire Department.
 - Ms. Klugman and Mr. Sande explained the State Aid requirements set by the Office of the Auditor.
 - Ms. Klugman stated that former City Administrator Kelly Steele signed papers saying that the City would contribute the additional funds.
 - Due to a formula based off of State Aid, which was received in November. The City needs to contribute an additional \$1,217.88 in their payment to the relief association and the auditors are requiring us to make the payment now.

A motion by Bjerke, seconded by **Hiniker**, to approve Resolution #2014-14 2013 Fund Balance Changes and Closing Funds.

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

- c) Resolution #2014-15 CSAH26 Parking Restrictions
- Ms. Klugman stated that this allows for enforcement of parking during the CSAH26 reconstruction.

A motion by Bjerke, seconded by **Hoehn**, to approve Resolution #2014-15 CSAH26 Parking Restrictions.

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

9) **Unfinished Business**

- a) City Vision & Mission Statements
- Ms. Klugman provided Council with the Vision & Mission Statements.
 - The proposed mission is "The City's Mission is to preserve and enhance the quality of life for Madison Lake Residents, Business Owners, and Visitors by providing excellent public service".
 - The proposed vision is "The City's Vision is to be a thriving, engaged and supportive community with a legacy for small town character and big opportunities".

A motion by Hiniker, seconded by **Hoehn**, to approve the Vision & Mission Statements.

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

10) New Business

- a) Approve Purchase of Police Computers in the amount of \$4,915.00
- Chief Bunde explained why the Police Department is need of new computers.
 - Council discussed the two quotes provided.

A motion by Bjerke, seconded by **Hoehn**, to approve the purchase of two police computers.

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

- b) Generator for Lift Station
- Council discussed the different options for generators at the lift station in town.
 - Council discussed having natural gas provided to the newly annexed properties.
 - Mr. Larson stated that there will be a question on the CIC ballot regarding natural gas.
 - Council directed staff to discuss the generators and determine if it should be a bid alternate.
- c) Review Bids and Project Financing
- Mr. Larson passed out the bid results for the annexation project.
 - I & S Group is recommending that Council reject all bids and bid the project again.
 - Mr. Larson would like to bid the project in three parts to help bring in additional bidders.
 - Council discussed ways to try and lower the project cost.
 - In order to follow public bidding laws we would open bids on March 19, 2014.
 - Council discussed the bids that were received.
 - The Doran property was discussed.

A motion by Hoehn, seconded by **Hiniker**, to reject all bids because they exceeded the engineer's estimate.

Roll Call: Ayes: Reichel, Hiniker, and Hoehn
Nays: Bjerke
Motion carried.

- The timeline for the project was discussed as were potential penalties for not meeting the deadlines.
- Mr. Larson recommended opening bids on March 19, 2014 for the Nutmeg and Main Downstream portion of the project and opening bids on March 20, 2014 for the Doran and Lift Station portions of the project.

A motion by Bjerke, seconded by **Hoehn**, to open bids on March 19, 2014 for the Nutmeg and Main Downstream portion of the project and on March 20, 2014 for the Doran and Lift Station portions.

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

11) Mayor & Council Reports

- a) Purchase of Service Truck
- Mr. Roemhildt requested permission to purchase a service truck for less than \$10,000.00.
 - An additional service truck would provide better use of staff time.
 - There is money in the truck and equipment reserve account for this purchase.
 - Mr. Roemhildt stated that he is looking at a Ford Ranger from Stoufer's for \$5,400.00.
 - Council discussed the 1998 Ford L800 with wing and underbelly that Environmental Equipment brought down for staff to look at.
 - Council tabled the purchase of a new plow truck.

A motion by Bjerke, seconded by **Hoehn**, to approve the purchase of a service truck not to exceed \$7,000.00 based on the City Administrator's criteria for purchase.

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

b) Council Member Bjerke

- Council Member Bjerke stated that he received a letter from Larry Prange regarding the Main Street Reconstruction project.
- Council discussed the letter.

12) Adjournment

A motion by Bjerke, seconded by **Hoehn**, to adjourn the meeting at 8:20 pm.

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

Attest:

Ken Reichel, Mayor

AmberRose Brudelie, Deputy Clerk