



City Council Minutes
Madison Lake City Council
Monday March 6, 2017

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 7:01 pm.

2) Roll Call

Council Members Present: Mayor Ken Reichel, Carolyn Hiniker, Laurinda Sohre, and Kent Hoehn

Members Absent: Pat Burt

Staff Present: City Administrator Michael Hanson, Administrative Assistant Allison Polsfuss, Police Chief Dan Bunde, Fire Chief Kevin Kennedy, Public Works Supervisor Adam Fennell.

3) Approval of Agenda

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

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

4) Approval of Vendor Claims

a) Schedule a meeting with Abdo, Eick, and Meyers at a later date. Delay payment until after this meeting.

A motion by Sohre, seconded by **Hoehn**, to approve vendor claims in the amount of \$48,418.95.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

5) Consent Agenda

a) Approval of minutes from regular meeting on February 21, 2017.

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

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

6) Open Public Comments

a) Anthony Schmitz of 404 Chestnut Avenue

- (1) Schmitz received a letter from Jeff Marx regarding his violation of the public nuisance ordinance Chapter 93.
 - Anthony stated that he understands his yard needed some clean up but doesn't not understand the violation of the boat in his yard.
 - Chief Bunde stated that the city is just trying to keep the city looking good.
 - Council suggests that new siding be put up or paint the garage.
 - Mayor states he has seen Schmitz working on the yard.
 - Schmitz says he will work on cleaning up the yard, and see what he can do about the boat in the yard as well as possibly get a new coat of paint on the garage.
 - The council stated that as long as there is a game plan for getting this property cleaned up, there will be no penalties.

7) Appearances & Presentations

a) Department Updates

a) Kevin Kennedy

- (1) No new news.
- (2) Townships are happy.

b) Adam Fennell

- (1) Andrew and Adam will be back and forth this week for the MWRA Annual Conference.
- (2) New chemical (Clearitas) will be put in the well to inject into water system that will clean inside the water pipes.
 - (a) This product contains no odor.
 - (b) Eagle Lake uses this product to help get rid of the scum and chlorine residuals, to eventually use less chlorine
- (3) Quote for a new scale for chlorine tank, because theirs is broken and not calibrating correctly for \$1,805.30 from water fund. This should last at least 10 years.

c) Dan Bunde

- (1) Everything is running well during this busy season.
- (2) Clean up on highway 60.
- (3) Continually Dealing with internal situation.

8) Ordinances & Resolutions

a) Ordinance #2017-01- Amending Chapter 31 of the City Code- EDA

- a) Schedule Public Hearing for Council Meeting 03.20.2017
 - (1) Inserting language that will remove residency requirements for members allowing the Council to appoint members that would present a significant benefit towards the City.
 - (2) Schedule public hearing for 03.20.17
 - (3) Draft ordinance #2017-01 will be introduced after the public hearing on 03.20.17 for consideration.

- b) **Resolution #2017-09- Authorization to Post Deputy Clerk Job Vacancy**
 - a) This position would be 40 hours a week.
 - b) Minimum requirements include accounting/business degree. But remove preferred qualification of bachelor's degree.
 - c) All applications must be turned in by March 31, 2017.
 - d) Set up a closed session to review applications. 6pm April 6, 2017.

A motion by Hiniker, seconded by **Hoehn**, to approve Resolution #2017-09 Authorization to Post Deputy Clerk Job Vacancy.

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

- c) **Resolution #2017-10- Authorizing the City to Contract with Council Member Hoehn**
 - a) Paid \$86.97 for repair of chain saw.

A motion by Hiniker, seconded by **Sohre**, to approve Resolution #2017-10- Authorizing the City of Contract with Council Member Hoehn

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

9) Unfinished Business

- a) **Nathan Hermer**
 - a) Meeting with MNDOT about trunk Highway 60 improvements in 2020.
 - b) Review of a few different options-
 - c) Possibly put a committee (smaller and more focused) together to discuss the options.
 - d) Possible lighting down Highway 60.
 - e) Work session to begin discussion and then set up a committee if necessary.
 - f) Discuss any assessments associated to the properties on highway 60.

10) New Business

11) Staff Reports

- a) **City Administrator**
 - a) Blue Earth County Sheriff's office scheduling a meeting on March 9, 2017 to go over budget overview.
 - (1) Discussion of a part time Seasonal maintenance worker. Current draft of job descriptions is available.
 - (a) Adjusts the wages to match current wage scale.

- (b) Move the minimum qualifications from 16 years old to 18 years old.
- b) Meeting with Abdo, Eick, and Meyers.
 - 1) AEM Financial Solutions proposal is considering contracting out oversight of financial services. Too expensive for the city to look into at this time.
 - 2) Looking at other financial groups for this task that are less expensive.
 - 3) Will be looking at an RFP for annual audit services for the 2017 audit.
 - 4) Hiniker stated that we should maybe look into having someone come in to do check and balances quarterly. Could possibly reduce average annual audit cost.
 - c) Mayor and Clerks is Thursday March 9, 2017 6:30pm at Uncle Alberts
 - d) Updating the city website to include other events.

12) Mayor & Council Reports

- a) We must start getting the council packet done by Friday.
- b) When City Administrator takes day off, notify mayor.
- c) Work on spring newsletter including city events.

13) Adjournment

A motion by Hoehn, seconded by Hiniker , to adjourn the meeting at 8:42 pm.

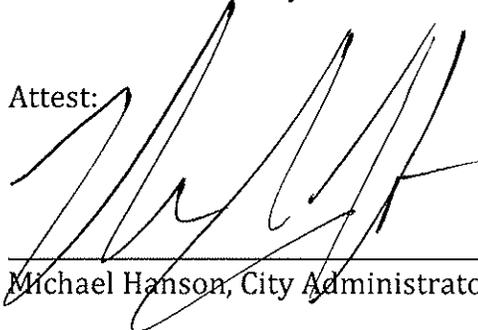
Nays: None

Motion carried.



Kenneth Reichel, Mayor

Attest:



Michael Hanson, City Administrator