



City Council Minutes

Madison Lake City Council

April 2, 2018 at 6:00PM in Madison Lake Community Center

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 6:00 pm.

2) Roll Call

Council Members Present: Mayor Ken Reichel, Carolyn Hiniker, Pat Burt, and Kent Hoehn

Members Absent: Laurinda Sohre

Staff Present: Deputy Clerk Allison Polsfuss, Police Chief Dan Bunde, Public Works Supervisor Adam Fennell, Interim City Administrator Curt Kephart, City Engineer Nathan Hermer, City Attorney Jason Moran

3) Consent Agenda

Note: All items listed under the Consent Agenda are considered routine or non-controversial and will be approved with one motion. If a Council Member wishes to discuss any of these items, they may ask that the item be removed from the Consent Agenda.

- a) Approval of the Agenda
- b) Approval of minutes from regular meeting of March 12, 2018
- c) Approval of Vendor Claims in the amount of \$33,232.10

Motion by Burt, seconded by **Hiniker**, to approve the agenda with revisions stated.

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

Nays: None

Motion carried.

4) Open Public Comments

a) Cherry Street Ponding

- A) Mr. Wagner was present to discuss water over his driveway due to the alley slope and ponding around a Fire Hydrant which settled his driveway about 0.3 of an inch.
- B) The catch basin does not collect water from around the Fire Hydrant. One suggestion is to slope the ditch to free water to the catch basin.
- C) City Engineer Chris Larson has been in contact with Mr. Wagner and has recommended tying it into a tile and do an intake which is estimated at \$3000-\$4000, and we could combine this project into the Duck Lake Annexation work. Council members questioned the engineering of this site or the excavation along the street that created this.
- D) The City Engineers will look at the elevation and grading and see if getting the ditch leveled out is a plausible solution.

b) Linda Madigan of 504 Chestnut

- A) Amazon delivery drivers are continuing to drive in their yard while making deliveries at the Post Office.
- B) The Madigans feel they are getting no cooperation from the Post Office.

- C) City Attorney Jason Moran has had a couple of conversations with the Post Office. Amazon consistently has new drivers, as they contract 3rd parties, so this makes it difficult to pinpoint the problem to one person. It is the attorney's opinion that the only way to solve this is to restrict access to the alley.
- D) We can not shut down the alley totally because Carriage Repair and Max's Main Street Hardware need to receive deliveries.
- E) Chief Bunde suggested that the city get signs that restrict deliveries.
- F) The post office will be notified and invited to the meeting.

Motion by Hoehn, seconded by **Hiniker**, to hold convene a meeting on April 16th for potentially shutting the alley down to deliveries with the police department's enforcement.

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

Nays: None

Motion carried.

5) Appearances & Presentations

- a) Department updates
 - A) **Public Works Supervisor Adam Fennell**
 - a) He will be busy tomorrow with the snow.
 - B) **Police Chief Dan Bunde**
 - a) Everything is going well
 - C) **City Attorney Jason Moran**
 - a) No new updates

6) Ordinances and Resolutions

- a) Resolution #2018-06 Accepting Bid for Well Number 4 Project

Motion by Hoehn, seconded by **Burt**, to approve Resolution #2018-06 Accepting Bid for Well Number 4 Project.

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

Nays: None

Motion carried.

7) Unfinished Business

- a) Bid recommendation on Well No. 4
 - A) The City Engineers received bids back for Well No. 4 and recommend Municipal Builders of Andover, Minnesota.
- b) **Security System Quotes**
 - A) Interim City Administrator solicited proposals for security systems.
 - B) Technical Solutions came back as the least expensive option.
 - C) Interim City Administrator recommends that the city give Technical Solutions an opportunity to get the door issues fixed.

Motion by Burt, seconded by **Hoehn**, to accept the bid from Technical Solutions on the condition that the cost stays under \$1,000.

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

Nays: None

Motion carried.

c) Proposed of sale of 400 Main Street

- A) Ben Devens is agreeing to pay the assessment on the 400 Main property over 20 years at 5%, which the city could certify to the county under the same terms and conditions as other properties.
- B) Mr. Devens would like to see the terms for not splitting the property reduced to 3 years instead of the original 10. If he has to sell the property, he would like to be released to sell.
- C) The compromise Council arrived at is a restriction of parcels remaining together for 5 years; Devens may purchase the property for \$1.00; Devens will pay all closing costs up to \$1500; the building has to be completed in 1 year from closing date if not, there will be a penalty of \$21,200, Devens must provide plans that abide by the Main Street overlay District guidelines.
- D) These conditions will be laid out in the purchase agreement that City Attorney Jason Moran will provide by the end of the week.

Motion by Hoehn, seconded by **Hiniker**, to accept Ben Devens' proposal for purchase of 400 Main Street.

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

Nays: None

Motion carried.

8) New Business

a) 2018 Primary election

- A) The Deputy City Clerk notified the council of upcoming filing dates and will be following up with future dates.

b) Quarter 1 2018 Budget Summary

- A) The Deputy City Clerk updated the council of the current YTD budget as of 03.31.2018.

c) Quote Replacing Skid Loader

- A) The current skid loader had a 3-year warranty and is within the last year of that. The public works department experienced high maintenance and suggest replacing now.
- B) A new skid loader will also have a 3-year warranty, with a final trade in cost of \$16,500 there will virtually be no maintenance costs.
- C) The purchase of a replacement skid loader will be taken out of the public work's equipment reserve.

Motion by Hoehn, seconded by **Burt**, to approve the purchase of the replacement skid loader in a trade in amount of \$16,500.

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

Nays: None

Motion carried.

d) Mayor and Clerks meeting

- A) Carolyn Hiniker volunteered to attend the County Emergency Preparedness meeting as a Madison Lake representative on 04.04.18 at 10:30.

9) Administration Report

- a) Update from the Interim Administrator and department newsletter was provided.
- b) City Hall is updating its voice and data system on Wednesday April 4th.
- c) Board of Equalization is scheduled for Monday April 23rd at 11:00am.
- d) The out-lot recommendation along Spruce Street from the Planning Commission is to have no orphan pieces and sell all or nothing.
- e) Planning Commission Chair Mike Klassen, Police Chief Bunde, and Council Member Laurinda Sohre are negotiating firehall property purchase.
- f) The City primary computer server must be replaced as the proprietary license expires in 2019. We are still gathering information on a comprehensive technology strategy.
- g) Interim City Administrator suggests that the city develop a replacement schedule for various city technology to even out the budget process, most of the current City technology is over five years old.
- h) Because the council's iPads are outdated, Apple will soon stop supporting them. Chromebooks aren't the best options, as they are dependent on internet. Interim City Administrator will get quotes on replacing council technology.

10) Adjournment

Motion by Hoehn, seconded by **Burt**, to adjourn the meeting at 7:25pm.

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

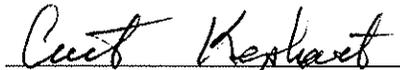
Nays: None

Motion carried.



Mayor, Kenneth Reichel

Attest:



Interim City Administrator Curt Kephart