



City Council Minutes
Madison Lake City Council
Monday, April 20, 2015

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 7:02 pm.

2) Roll Call

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

Members Absent: None

Staff Present: City Administrator Ariel Klugman, Deputy City Clerk AmberRose Brudelic, Public Works Supervisor Chris Roemhildt, and City Engineer Chris Larson

3) Approval of Agenda

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

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

4) Approval of Vendor Claims

A motion by Hiniker, seconded by **Hoehn**, to approve vendor claims in the amount of \$97,354.76.

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

5) Consent Agenda

a) Approval of minutes from regular meeting of April 6, 2015.

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

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

6) Open Public Comments

a) Rome Reichel of 61566 Nutmeg Road

- Mr. Reichel stated that there has been a lot of bickering during Council meetings about the cost of the new public works building and no one in town knows about the plan for the new building.
- Mr. Reichel stated that the Council minutes are not published on the website.
- City Administrator Klugman stated that they were updated today.
- There will be a public hearing on May 11, 2015 regarding the public works building.
- Mr. Reichel stated that no one is listened to at public hearings.
- Mr. Reichel stated that Council should do a referendum for the new building.

7) Appearances & Presentations

a) Department Updates - Public Works

- Public Works Purchase Discussion
 - (1) Public Works Supervisor Roemhildt reviewed the repairs needed for the North Duck lift station in the amount of \$2,016.17.
 - (2) Council discussed Public Works Supervisor Roemhildt's request for the joint purchase of a valve box cutter with the City of Eagle Lake and the City of North Mankato.
 - (3) Council directed staff to figure out the logistics for sharing a piece of equipment and have the plan available at the next meeting.
 - (4) Public Works Supervisor Roemhildt stated that there is curb that needs to be repaired in town and Craig Groebner has provided a quote of \$5,500 to do the work.

A motion by Hoehn, seconded by **Burt**, to approve the repair at the North Duck Lift Station and the concrete work as discussed.

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

- Compost Site Position
 - (1) City Administrator Klugman and Public Works Supervisor Roemhildt completed four interviews last week for the Compost Site position.
 - (2) One person has agreed to accept the position and one person has not returned City Administrator Klugman's phone call yet.
 - (3) The compost site will be open from 12 pm to 6 pm on Saturday and Sunday with one person working each shift.
 - (4) City Administrator Klugman stated that Josh Meagher, one of our compost employees from last year, has agreed to work the Saturday shift.
 - (5) Council discussed who should be hired for the compost site position.

A motion by Hoehn, seconded by **Sohre**, to approve the hiring Josh Meagher at \$9.00 per hour for the compost site.

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

A motion by Burt, seconded by **Hiniker**, to approve the hiring of second person for the compost site at \$9.00 per hour.

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

- Part-time Maintenance Position
 - (1) City Administrator Klugman stated she would like to hire Jim Kimbell for the part-time maintenance position.
 - (2) The position was advertised for \$9 to \$12 per hour.
 - (3) Council discussed the pay for the position.

A motion by Hoehn, seconded by **Sohre**, to approve the hiring of Jim Kimbell at \$11.00 per hour.

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

8) Ordinances & Resolutions

- a) Resolution #2015-14 Calling a Public Hearing on the intention to issue Capital Improvement Plan Bonds and the Proposal to Adopt the Capital Improvement Plan therefore
- City Administrator Klugman stated that this is what Council discussed during the work session and she has added the threshold of \$600,000.
 - Shannon Sweeney will be at the Council meeting on May 11, 2015 for the improvement hearing.
 - Council Member Sohre explained the history of the project and stated that Council is hoping to bond for the project without raising taxes.
 - Council is going move forward with the hearing and then start the bidding process.

A motion by Burt, seconded by **Sohre**, to approve Resolution #2015-14 Calling a Public Hearing on the intention to issue Capital Improvement Plan Bonds and the Proposal to Adopt the Capital Improvement Plan.

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

9) Unfinished Business

- a) Project Updates
- Annexation Update
 - (1) Franke Storm Sewer Revision
 - (a) City Engineer Larson reviewed the request from the property owners at 404 and 406 Doran Drive to relocate the storm sewer line.
 - (b) City Engineer Larson stated that the property owners should put something in writing to the City with a formal request agreeing to pay for the additional cost and granting the City an easement.

A motion by Sohre, seconded by **Hoehn**, to grant City Administrator Klugman and Mayor Reichel the authority to make revisions to the storm sewer line under the conditions they apply as long as the property owners are willing to pay for the changes and there is no cost to the City.

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

- (c) City Administrator Klugman stated that Jason Krohn has contacted her regarding the culvert in the Doran area and has notified the Minnesota Department of Natural Resources that the culvert has failed.
 - (d) Public Works staff have installed a temporary storm fence around the culvert and City Administrator Klugman would like Council to consider installing a metal fence.
 - (e) Council discussed the culvert and City Engineer Larson explained the structure of the culvert and the reason for the high cost to replace it.
 - (f) Council will discuss the permanent fence at the next meeting.
 - (g) Council Member Burt stated that a resident has asked what will happen to a property where the sprinkler system was damaged in the annexation area.
 - (h) City Engineer Larson stated that the yard will be returned to the original state and he has already e-mailed the inspector to check on the issue.
 - (i) City Engineer Larson stated that road crews should begin work on Nutmeg this week.
 - (j) There will be five crews working and the areas should have better accessibility in the next few weeks.
- 4th and 5th Update
 - (1) Council would like to schedule a work session to discuss the 4th and 5th Street projects.

- (2) City Engineer Larson stated that they are at the point in the design process where they will need input from the Council and the residents affected.
- (3) Council discussed holding a work session on June 1, 2015 to work on the details.
- (4) Council Member Sohre and Council Member Burt will meet with City Engineer Larson to discuss the plans and issues that need to be dealt with.

- Facility Update
- (1) No discussion or action taken.

b) Compensation System Review

- City Administrator Klugman stated that she had to submit the pay equity documents to the State by May 15, 2015.
- City Administrator Klugman reviewed how the proposed wage system and pay equity work.
- Council discussed how wages were previously determined.
- Council discussed the proposed wage system.

A motion by Hiniker, seconded by **Burt**, to approve the proposed compensation system.

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

A motion by Burt, seconded by **Hiniker**, to bring the City Administrator position into compliance effective with pay period twelve as so to achieve compliance with the State rules of having pay equity.

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

10) New Business

a) KJ Walk Letter of Credit Reduction

- City Administrator Klugman stated that she received a letter from KJ Walk in December regarding a credit reduction.
- City Administrator Klugman is still waiting for a formal response from them regarding the checklist of items that needed to be repaired or finished.
- Council reviewed the history of the Three Lakes Subdivision.
- City Administrator Klugman stated that the plan is to release all but five percent of their credit. In two years Council would release the remaining balance.

A motion by Sohre, seconded by **Burt**, to grant Mayor Reichel and City Administrator Klugman to reduce the letter of credit for KJ Walk provided that the punch list is complete.

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

b) Building Inspector Services

- City Administrator Klugmans stated that the City of Eagle Lake has approached us about doing a joint bid to see if we can get reduced rates for building inspector services.
- City Administrator Klugman has spoken with our current building inspector and he stated that he is not interested at this time in bidding to provide service for both cities.
- Council directed City Administrator Klugman to talk with the City of Eagle Lake about exploring this option further.

11) Staff Reports

a) City Administrator

- City Administrator Klugman stated that RB Properties is working on their plans for the Hoehn Farm and want to get started by July 1, 2015.
- They are looking at building sixteen low density units.
- Gary Hiniker will be moving forward with the plat for his lots on Nutmeg Road.
- Mr. Hiniker is planning on nineteen lots and will be at the Planning Commission meeting in June.
- City Administrator Klugman will be asking the Planning Commission for approval of all three designs for City Hall's exterior at their next meeting.
- We will be receiving \$15,128.64 from the City of Mankato for sewer money. City Administrator Klugman has informed Abdo, Eick & Meyers so that it can be noted in the audit.
- Council discussed the water meter reading for 521 Park Road. City Administrator Klugman will continue to look into the issue.
- The audit presentation has been moved to the June 1, 2015 Council Meeting.
- Eagle Lake School is having their fiftieth birthday and has invited Council to attend a celebration on May 14, 2015.

12) Mayor & Council Reports

13) Adjournment

A motion by Sohre, seconded by **Hoehn**, to adjourn the meeting at 8:26 pm.

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

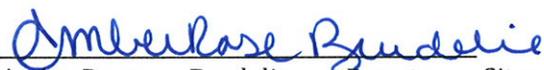
Nays: None

Motion carried.

Attest:



Kenneth Reichel, Mayor



AmberRose Bruderie, Deputy City Clerk