



City Council Minutes

Madison Lake City Council

Monday, May 16, 2016

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 7:00 pm.

2) Roll Call

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

Members Absent: None

Staff Present: Interim City Administrator Wendell Sande, Deputy City Clerk AmberRose Brudelic, City Attorney Jason Moran, Public Works Supervisor Adam Fennell, Fire Chief Kevin Kennedy, and Project Designer Nathan Hermer.

3) Approval of Agenda

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

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

Nays: None

Motion carried.

4) Approval of Vendor Claims

A motion by Sohre, seconded by **Burt**, to approve vendor claims in the amount of \$128,090.73.

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

Nays: None

Motion carried.

5) Consent Agenda

a) Approval of minutes from regular meeting of April 18, 2016

b) Approval of minutes from Board of Appeals and Equalization of April 25, 2016

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

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

Nays: None

Motion carried.

6) Open Public Comments

a) None

7) Appearances & Presentations

a) Department Updates

- Police Chief

(1) Chief Bunde stated the department things are going good.

(2) The department will be working a few Safe and Sober Grant shift soon.

(3) There is a Child Safety Seat Clinic coming up as well.

(4) Chief Bunde had tint installed on the squad car windows to help keep the equipment cooler and protected during the summer.

(5) The police garage should be coming down soon to prepare for blacktopping.

- Public Works Supervisor

(1) Public Works Supervisor Fennell stated that they are working on mowing and spraying.

(2) The public works staff will be working on the retaining wall at the Community Center this weekend.

(3) Public Works Supervisor Fennell stated that Adam Johnson started working on May 9, 2016 as the part-time public works employee.

A motion by Sohre, seconded by **Burt**, to approve hiring Adam Johnson for the part-time public works position at \$11.00 per hour.

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

Nays: None

Motion carried.

(4) Council discussed the issues with the culvert repairs and the work on Point Avenue.

(5) Public Works Supervisor Fennell will talk to Blue Earth County and Selly Excavating.

- Fire Chief

(1) Fire Chief Kennedy stated that the department has responded to twenty-one calls year to date which is fewer than last year.

(2) Ann Traxler will be holding a NIMS class on May 25, 2016 at 6:00 pm at Cleveland School if anyone from Council would like to attend.

(3) The two new reserve members have finished first responder class and will start fire school as soon as it is available, which will probably be January.

(4) Fire Chief Kennedy stated that the department will be holding meeting and drill on the third Wednesday of every month instead of splitting it between two nights.

(5) The fire department ordered six armored vests for in the rescue truck after working with Interim City Administrator Sande and Mayor Reichel.

(6) Fire Chief Kennedy stated that they will put the \$1,300.00 raised from the fundraiser in Eagle Lake towards the total cost of \$5,200.00 for the vests.

(7) Council discussed the potential need for additional vests.

(8) The department is now carrying Narcan which is used for drug overdoses.

b) 2015 Audit Presentation by Abdo, Eick & Meyers

- Kyle Meyers of Abdo, Eick & Meyers reviewed the 2015 audit.
- Mr. Meyers stated that their opinion is unmodified or clean.
- Mr. Meyers reviewed the GASB statements that apply to the City.
- Mr. Meyers stated that the City has good reserves and is in a good position.

8) Ordinances & Resolutions

a) Resolution #2016-29 Providing for the Issuance and Sale of \$2,000,000 General Obligation Improvement and Utility Revenue Bonds, Series 2016A

- Shannon Sweeney provided the bid tabulation from bond sale today.
- The net interest rate came in at 2.559% which is below the estimate.
- The City was issued a AA- rating from Standards and Poors.
- Mr. Sweeney recommends awarding the sale to Robert W Baird and Company.

- Mr. Sweeney stated that auditors talk about minimum balances that should be in reserves, however, as a small community, it takes more than those minimums to operate effectively.
- The amount of reserves that City has is what got our low interest rate.

A motion by Sohre, seconded by **Burt**, to approve Resolution #2016-29 Providing for the Issuance and Sale of \$1, 950,000 General Obligation Improvement and Utility Revenue Bonds, Series 2016A.

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

b) Resolution #2016-30 Approving Park Land Dedication Agreement for Duck Lake Estates No. 2

A motion by Hiniker, seconded by **Hoehn**, to approve Resolution #2016-30 Approving Park Land Dedication Agreement for Duck Lake Estates No. 2.

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

c) Resolution #2016-31 Approving Final Plat for Duck Lake Estates No. 2

A motion by Hoehn, seconded by **Sohre**, to approve Resolution #2016-31 Approving Final Plat for Duck Lake Estates No. 2.

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

d) Resolution #2016-32 Approving Preliminary Plat for Madison Crest No. 2.

- Interim City Administrator Sande discussed the park land dedication.
- In lieu of cash payments, WLW Enterprises would like to deed the City an additional .11 acres of park land.
- Council discussed the park land dedication.

A motion by Burt, seconded by **Hoehn**, to approve Resolution #2016-32 Approving Preliminary Plat for Madison Crest No. 2

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

e) Resolution #2016-33 Amending Special Assessment for 567 Doran Drive.

- Interim City Administrator Sande stated that the property owner of 567 Doran Drive approached staff and after reviewing their property tax statement.
- They believed there was an error in the special assessment calculation.
- Interim City Administrator Sande stated that there was to be a reduction in the special assessment for 567 Doran Drive based upon a revision to the sanitary sewer service line.
- That adjustment was supposed to be subtracted from the final assessment roll and was not.

- Interim City Administrator Sande reviewed his calculation and recommends that Council reduce the assessment and issue a refund from \$493.00.

A motion by Sohre, seconded by **Burt**, to approve Resolution #2016-33 Amending Special Assessment for 567 Doran Drive.

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

Nays: None

Motion carried.

f) Ordinance #2016-06 Rezoning 412 Walnut Avenue to R-2

- Deputy Clerk Brudellie stated that the Planning Commission is considering rezoning the 400 block of Walnut Avenue to R-3 in the future.
- This request was from the property owner and the Planning Commission recommends approval of the rezoning request.

A motion by Sohre, seconded by **Burt**, to approve Ordinance #2016-06 Rezoning 412 Walnut Avenue to R-2

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

Nays: None

Motion carried.

9) Unfinished Business

a) 4th and 5th Street Project Update

- Nate Hermer provided an update on construction.
- Mr. Hermer reviewed the payment request and recommends approval contingent upon receiving all the necessary PFA documents.

A motion by Hiniker, seconded by **Hoehn**, to approve Contractor's Request for Payment Number 1 in the amount of \$462,007.47 contingent upon receiving PFA documentation.

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

Nays: None

Motion carried.

b) Solid Waste Agreement

- Interim City Administrator Sande reviewed the updates to the solid waste agreement.
- Council discussed the insurance coverage.
- City Attorney Moran stated that State Statute limits the City's liability to one million dollars.
- Council discussed spring clean-up.
- The contract is for an eleven-year term.

A motion by Hoehn, seconded by **Burt**, to approve the Solid Waste Agreement.

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

Nays: None

Motion carried.

10) New Business

a) 2016 Street and Park Project Approval

- Council reviewed the quotes provided by staff.

- Staff recommends awarding the Sarah Circle pavement correction to WW Blacktopping.

A motion by Burt, seconded by **Sohre**, to award the Sarah Circle pavement correction to WW Blacktopping for \$38,779.20.

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

Nays: None

Motion carried.

- Council directed Public Works Supervisor Fennell to have WW Blacktopping sweep Evergreen Court again.
- There is a puddle on Nutmeg Road that Mr. Hermer will look into.
- Council reviewed the quotes from L & L Sealcoating.

A motion by Hoehn, seconded by **Sohre**, to approve \$1,400.00 for sealcoating and crack filling the basketball courts and Lindbergh Park and Fasnacht Park and \$600.00 for sealcoating the North Shore Park trail by L & L Sealcoating.

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

Nays: None

Motion carried.

A motion by Sohre, seconded by **Hoehn**, to approve 4,000 square feet of patching by L & L Sealcoating as directed by Public Works Supervisor Fennell.

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

Nays: None

Motion carried.

b) Blue Earth County Curfew Ordinance

- Council discussed the proposed county wide curfew ordinance.
- City Attorney Moran stated that it is similar to what other cities in the area have.
- Council discussed enforcement.
- City Attorney Moran stated that enforcement is based on discretion.
- City Attorney Moran will contact County Attorney McDermott to discuss the ordinance.
- Council will review this again in the future.

11) Staff Reports

a) Deputy City Clerk

- Deputy Clerk Brudelie requested reimbursement for her cell phone as it is often used to communicate with City Staff.

A motion by Hoehn, seconded by **Sohre**, to approve a \$30.00 per month reimbursement for the Deputy Clerk's cell phone.

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

Nays: None

Motion carried.

b) Interim City Administrator

- Interim City Administrator Sande met with the City of Mankato regarding the odor issues and the lift station and asked them to consider raising the piping.
- Staff also discussed minimizing the charges for their personnel coming out.

- Council discussed the flow charges.
- c) Fire Chief
- Fire Chief Kennedy requested permission to have Adam Johnson assist with day time medical calls while he is here.
 - Council discussed insurance coverage.
 - Council stated they do not have an issue with Mr. Johnson assisting with medical calls when here.

12) Mayor & Council Reports

- a) Council Member Sohre
- Council Member Sohre would like to attend the Mayor and Clerks meeting that is held on the second Thursday of the month.
 - Staff will provide Council Member Sohre with the dates.
- b) Council Member Hoehn
- Council Member Hoehn requested an updated on 512 Point Avenue.
 - Interim City Administrator Sande stated that we are still waiting for a copy of the survey.
 - City Attorney Moran and Interim City Administrator Sande will give them notice to produce the survey before the next Council meeting.
 - Council Member Hoehn would like a quarterly report from Building Inspector Murphy.

13) Closed Session

- a) Closed Session under MN Statute 13D.05, subd. 3 (b) (Attorney-Client Privilege)

A motion by Hoehn, seconded by **Hiniker**, to close the open meeting under MN Statute 13D.05, subd. 3 (b) at 9:00 pm.

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

A motion by Hiniker, seconded by **Sohre**, to open the meeting at 9:27 pm.

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

14) Adjournment

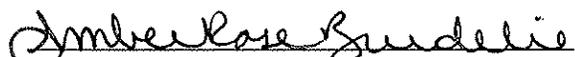
A motion by Hoehn, seconded by **Burt**, to adjourn the meeting at 9:29 pm.

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



Kenneth Reichel, Mayor

Attest:


AmberRose Brudellie, Deputy City Clerk