



COUNCIL MEETING MINUTES

Madison Lake City Council

Monday, May 20th, 2019 @ 6:00 p.m.

Madison Lake Community Room

Madison Lake, MN

1) Call Meeting to Order & Pledge of Allegiance

Mayor Hoehn called the meeting to order at 6:02 p.m. with the Pledge of Allegiance

2) Establish Quorum - Roll Call

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

Staff Present: City Administrator Curt Kephart, Liz Wille, Deputy Clerk/Administrator, City Attorney Jason Moran, City Engineers Nate Hermer & Chris Larson

Others Present: John Sabatka, Wendell Sande, Kim Schwickert, Al & Nicole Dorn, Carole Kroc, Jim & MaryLou Ihrke, Joe Sturm, Jon & Carol Schneider, Gayle Dylla, Jack Zimmerman, Charles Jones, Mike Klassen, Jerry Groebner, Gary Schmidt

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 Agenda
- b) Minutes of the May 6th meeting

Motion by Sohre, seconded by **Burt** to approve the consent agenda as presented.

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

4) Open Public Comments

NOTE: Those wishing to speak must state their name and address for the record. Please limit comments to three minutes per person. Please fill out and turn in the yellow card to the Mayor before the meeting.

5) Appearances & Presentations -

a) Charles Jones - Resident Concern for Nuthatch Road

- i) Charles Jones 306 Krason Dr, believes Nuthatch has not been taken care of for the last 6-7 years prior to the City taking it over. Presented a copy of photos to council and wants it fixed sooner than later. He was advised it is not on the Capital Improvement Plan yet and no promise was made when it would be on the CIP.

b) Jerry Groebner - League of MN Cities Insurance Renewal

- i) The City reviewed liability coverage, and LMC had a rate reduction so total cost increase was \$115 even while adding the new building and newer equipment. The City had been paying a 10% surcharge and is now getting a 10% discount.
- ii) Workers Comp - had several work comp claims. The City was getting a 17% rate reduction, but with the three-year loss experience a new rating of 1.68 (was .83), and the City is now experiencing a 68% increase.

- iii) Renewal information needs to be sent to Jerry in a timely manner (September) as insurance is due at the end of the year. The renewal info needs to be a close estimate and realizes that the preliminary budget is not ready until late September but the sooner we get policy change information in, the sooner the invoice can be processed.

Motion by Hiniker, seconded by Burt to waive the statutory limit

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

- c) **Wendell Sande – South Central Services Cooperative – Administrator Search Update**
 - i) Applications closed last week. 10 (now 12) applications came in and have been reviewed. From 10, 4 have been selected for interviews.
 - ii) Wendell Sandee stated the City should be able to have someone on board the late part of June or early July.
 - iii) Full Council will take part part of all 4 interviews, which are tentatively scheduled for Friday, May 31st beginning at 8:00 a.m.

6) Ordinances and Resolutions –

- a) **Continue Public Hearing on Proposed City Ordinance # 19-01**
 - i) An Ordinance Regulating On Street Parking in a Residential Area
 - ii) Continuation of Public Hearing opened at 6:51
Kim Schwickert, Al Dorn, Jack Zimmerman, Carol Schneider, MaryLou Ihrke, Gayle Dylla, Sarah Hutchens & Sarah Hutchens submitted comments.
 - b) Recess the Public Hearing
- Motion by Sohre**, seconded by **Burt** to recess the public hearing at 7:59
- c) It was decided to evaluate next steps and possible solutions and review at a later date

7) Old Business –

- a) **Employ Morgan Muldoon as grant funded Summer Intern**
Motion by Sohre, seconded by **Burt** to approve employing Morgan Muldoon as Grant Funded Summer intern.

Roll Call: Ayes: Hoehn, Hiniker, Sohre, Burt
Nays: None
Abstained: Sanders
Motion carried

- b) **Municipal Software Cost Allocation** – The Administrator recommended splitting the initial purchase expense for Municipal Software upgrade in the following manner: a) ½ to the General Fund b) ¼ to the Sewer Fund ¼ to the Water Fund over the three years Civic will divide the cost at 0% interest rate. The Administrator would like to negotiate more concessions and identify if the fund balances can support the switch in 2019. There will be an additional cost for reconfiguring the new server to handle a software that runs on SQL programming. He will attempt to negotiate a lower cost for that conversion as well. Discussion table until the additional information is available for Council review.

8) New Business –

- a) Request for Proposals for Engineering Services – At the request of the Council the Administrator prepared with the assistance of the City Attorney a draft RFP for Engineering Services for the City of Madison Lake. Council reviewed the RFP and member Burt asked to wordsmith some parts that would not affect technical substance of the request.

Motion by Burt, seconded by **Sanders** to publish a Request For Proposals for Engineering services for the City of Madison Lake.

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

- b) **Resolution for Capital Improvement Plan Proposal – ISG Engineering**
Motion by Burt, seconded by **Sohre** to table the ISG Capital Improvement Proposal

- c) **Zoning Contract with Brad Potter**
Motion by **Burt**, seconded by **Sohre** to accept the contract with the edits made by City Attorney Moran and City Administrator Kephart. He must provide a detailed billing on a monthly basis.

- d) **Close old bond accounts and move funds**
Motion by Sohre, seconded by **Hiniker** to close old bond accounts and move funds in the following accounts:

Transfer Approvals		
From	To	Amount
360 - 2014 A/B Improvement	413 - CSAH 26 Reconstruction	261,494
100 - General	415 - 2015 Construction	11,510
360 - 2014 A/B Improvement	414 - 2014 Construction	538,507

- 9) **Vendor Claims –** Approval of bills in the amount of \$67,219.95

Motion by Sohre, seconded by **Burt** to approve vendor claims in the amount of \$67,219.95.

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

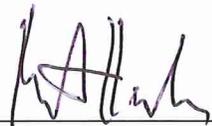
10) Administration Report

11) Council Report

12) Adjournment

Motion by Hiniker, seconded by **Burt** to adjourn the meeting at 9:15 p.m.

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



Mayor Kent Hoehn

Attest:



City Administrator Curt Kephart