



## COUNCIL MEETING MINUTES

### Madison Lake City Council

Monday, June 3<sup>rd</sup>, 2019 @ 6:00 p.m.

Madison Lake Community Room

Madison Lake, MN

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#### 1) Call Meeting to Order & Pledge of Allegiance

Mayor Hoehn called the meeting to order at 6:00 p.m. with the Pledge of Allegiance

#### 2) Roll Call – Establish Quorum

**Council Members Present:** Mayor Kent Hoehn, Pat Burt, and Ryan Sanders

**Council Members Excused:** Carolyn Hiniker and Laurinda Sohre

**Staff Present:** City Administrator Curt Kephart, Liz Wille, Deputy Clerk/Administrator, City Attorney Jason Moran, Intern Morgan Muldoon

**Others Present:** John Sabatka, Carol Schneider, Tonya Morsching, Kelly Madigan, and Carole Kroc

#### 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 for this meeting

b) Approval of the Minutes of the May 20, 2019 meeting

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

Roll Call: Ayes: Hoehn, 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 for person. Please fill out and turn in the yellow card to the Mayor before the meeting.*

a) John Sabatka, The Landing on Madison, 805 Main St, Madison Lake advised Council that they have been having a parking attendant at the front entrance into the property on busy/event days to minimize parking issues. He asked Council if any issues had been brought to their attention. He also submitted photos to Council showing very busy deck and tiki areas, but a vacant restaurant.

b) Kelly Madigan, 504 Chestnut Ave, gave an update about their tree. She said it is dying, and at this point needs to be removed. They do not want to pay for the removal, and would like a tree to put in its place.

#### 5) Appearances & Presentations

a) 2018 Final Audit Presentation – Andrew Forliti, Smith Schaeffer Principal

b) Motion to receive the Audit Report and Accept Findings

**Motion by Sanders**, seconded by **Burt** to receive the audit report and accept findings.

Roll Call: Ayes: Hoehn, Burt, and Sanders

Nays: None

**Motion carried**

#### 6) Ordinances and Resolutions

**7) Old Business**

- a) City Administrator Applicant Review – Wendell Sande, Southern Minnesota Services Coop
  - i) City Administrator Kephart advised Council that Wendell Sande, who was unable to be present, and City Attorney Moran have been in negotiations of an offer to an Administrator. They will keep Council updated.
- b) Municipal Software Cost Allocation

Cost Center	2019	2020	2021	Total
General Government	\$9,454	\$9,454	\$9,454	\$28,361
Sanitary Sewer Fund	\$4,727	\$4,727	\$4,727	\$14,181
Water Fund	\$ 4,727	\$4,727	\$4,727	\$14,181
<b>TOTAL/ANNUAL COST</b>	\$18,908	\$18,908	\$18,908	\$56,724 (truncated) (actual \$56,720)
Annual Maintenance	\$0	\$7,028*	\$7,028*	No increase for three years, first six months included free

**Motion by Burt**, seconded by **Sanders** to approve the Municipal Software Cost Allocation as presented.

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

**8) New Business**

- a) Halloween Party Request – Tonya Morsching
  - i) Tonya Morsching presented Council with a Grant Application for the Halloween Party. Tonya requested \$1,000 so that more prizes could be purchased as more parents are requesting less candy.

**Motion by Burt**, seconded by **Sanders** to recommend the Madison Lake Community Foundation approve the grant in the amount of \$1,000.

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

- b) Paddlefish Days Permit Request
  - i) The Landing on Madison submitted a temporary business noise permit application for their Paddlefish Days event on July 26, 2019 for Council to review.

**Motion by Sanders**, seconded by **Burt** to approve the temporary business noise permit application.

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

- ii) The Sons of the American Legion submitted an application and permit for a 1 day to 4 Day Temporary On-Sale Liquor License for their event on June 29, 2019.

**Motion by Burt**, seconded by **Hoehn** to approve the application and permit for a 1 day to 4 Day Temporary On-Sale Liquor License for the Sons of the American Legion event on June 29, 2019.

Roll Call: Ayes: Hoehn, Burt, and Sanders  
Nays: None

**Motion carried**

iii) The Madison Lake Relief Association submitted an application and permit for a 1 day to 4 Day Temporary On-Sale Liquor License for their Paddlefish Days events July 26<sup>th</sup> - July 28<sup>th</sup>.

**Motion by Burt**, seconded by **Sanders** to approve the application and permit for a 1 day to 4 Day Temporary On-Sale Liquor License for the Madison Lake Relief Association's Paddlefish Days events July 26<sup>th</sup> - July 28<sup>th</sup>.

Roll Call: Ayes: Hoehn, Burt, and Sanders  
Nays: None

**Motion carried**

- c) Nationwide Deferred Compensation New Fund election request – Administrator
- i) Administrator Kephart presented Council with the Nationwide Deferred Compensation election options.
  - ii) Council determined that employees should be given the opportunity to review the options and tabled the request until the June 17<sup>th</sup> meeting.

**9) Vendor Claims** – Review bills in the amount of \$93,135.35

**Motion by Sanders**, seconded by **Burt** to approve vendor claims in the amount of \$93,135.35.

Roll Call: Ayes: Hoehn, Burt, and Sanders  
Nays: None

**Motion carried**

**10) Administration Report**

Administrator Kephart presented Council with a Memo updating them on happenings around the office.

**11) Council Report**

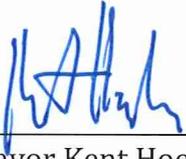
Council member Burt would like to see the topic of recycling added to the fall newsletter. She also recommended that we have a representative from LJP advise us on recyclable material so that we may inform our constituents.

**12) Adjournment**

**Motion by Burt**, seconded by **Sanders** to adjourn the meeting at 7:57 p.m.

Roll Call: Ayes: Hoehn, Burt, and Sanders  
Nays: None

**Motion carried**



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Mayor Kent Hoehn

Attest:



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City Administrator Curt Kephart