



City Council Minutes

Madison Lake City Council

Monday, October 19, 2015

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 7:00 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, City Engineer Chris Larson, Public Works Supervisor Chris Roemhildt, Maintenance Worker 1 Adam Fennell, and City Attorney Jason Moran.

3) Approval of Agenda

A motion by Hoehn, seconded by **Burt**, 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 **Sohre**, to approve vendor claims in the amount of \$43,407.88.

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

Nays: None

Motion carried.

5) Consent Agenda

- a) Approval of minutes from regular meeting of October 5, 2015
- b) Approval of minutes from joint work session of September 14, 2015

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

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

Nays: None

Motion carried.

6) Open Public Comments

7) Appearances & Presentations

- a) Proclamation #2015-01
 - Mayor Reichel read Proclamation #2015-01 declaring October 23, 2015 as Chris Roemhildt Day.

A motion by Hoehn, seconded by **Hiniker**, to approve Proclamation #2015-01 declaring October 23, 2015 as Chris Roemhildt Day.

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

Nays: None

Motion carried.

8) Ordinances & Resolutions

- a) Resolution #2015-40 Appointing Adam Fennell as Interim Public Works Supervisor and Adjusting his Regular Hourly Rate of Pay to Out of Class Pay
- City Administrator Klugman stated that this will move Mr. Fennell to Step One of the pay grade for the Public Works Supervisor effective October 26, 2015.

A motion by Hiniker, seconded by **Hoehn**, to approve Resolution #2015-40 Appointing Adam Fennell as Interim Public Works Supervisor and Adjusting his Regular Hourly Rate of Pay to Out of Class Pay.

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

- b) Resolution #2015-41 Updating Official Appointments
- City Administrator Klugman stated that this is to update our official appointments replacing Chris Roemhildt with Adam Fennell.

A motion by Hoehn, seconded by **Hiniker**, to approve Resolution #2015-41 Updating Official Appointments.

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

- c) Ordinance #2015-08 Adjusting Fees and Charges (Building Inspection)
- City Administrator Klugman reviewed the proposed schedule.
 - Council discussed the penalty for starting work before obtaining a permit.

A motion by Hoehn, seconded by **Burt**, to approve Ordinance #2015-08 Adjusting Fees and Charges (Building Inspection) with the addition of language stating that there is no penalty in the event of an emergency.

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

9) Unfinished Business

- a) Water Tower Lease Agreement AT & T
- City Administrator Klugman and Council Member Burt are still working on the language of the agreement.

A motion by Hoehn, seconded by **Burt**, to table the agreement until the next meeting.

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

- b) Madison Lake Community Awards
- Council approves of the proposed Community Awards and granted City Administrator Klugman permission to post them on the City's website.

- c) Project Updates
- Annexation Update
 - (1) Assessment Accepting Partial Payment Discussion
 - (a) Council discussed accepting partial payments on assessments as Blue Earth County is not accepting partial payments.

A motion by Hiniker, seconded by **Sohre**, to not accept partial payments on assessments and to leave it up to Blue Earth County.

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

- Facility Update
 - (1) City Administrator Klugman stated that we have received the bids back.
 - (2) Joey Wendinger with ISG is going to set up a meeting with the contractor of the low bid to ensure their plans meet code.
 - (3) City Administrator Klugman has been working with Shannon Sweeney on the bond issuance.
 - (4) City Administrator Klugman asked Council to provide her with any questions they would like answered before the November 2, 2015 meeting.

10) New Business

a) Public Works Maintenance Supervisor Position

- City Administrator Klugman stated that the Council needs to formally accept Public Works Supervisor Roemhildt's resignation.
- City Administrator Klugman stated that based upon Council Member Hoehn's request Council needs to approve the posting of the Public Works Supervisor position for ten days as required by our policy.

A motion by Hiniker, seconded by **Burt**, to accept Chris Roemhildt's resignation.

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

A motion by Hoehn, seconded by **Burt**, to approve the positing of the Public Works Supervisor position.

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

b) North Shore and Tomahawk Lift Station

- Public Works Supervisor Roemhildt stated that the repairs to the North Shore and Tomahawk lift stations came up during the annual inspections with Dakota Pump.
- The Tomahawk Lift Station will be going online due to housing growth.
- Public Works Supervisor Roemhildt reviewed the repairs needed to the lift stations.

A motion by Hiniker, seconded by **Burt**, to approve the lift station repairs.

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

c) Building Inspectors

- Council Member Hoehn stated that he has concerns about the rental inspections performed by Building Inspector Murphy.
- Council Member Hoehn stated that Building Inspector Murphy did not test the smoke detectors, carbon monoxide detectors, fire extinguishers, or ground faults at his rental property.
- Council discussed what is required to be inspected during at a rental property.
- City Administrator Klugman will speak with Building Inspector Murphy.

11) Staff Reports

- a) City Administrator
- City Administrator Klugman stated that she will be meeting with the Minnesota Department of Health, Interim Public Works Supervisor Fennell, and Public Works Supervisor Roemhildt to work on the well head protection plan.
 - The Department of Health has stated that it is going to take longer than they original thought to put the plan together.
 - City Administrator Klugman will be meeting with the DNR to discuss the Madison Crest Development.

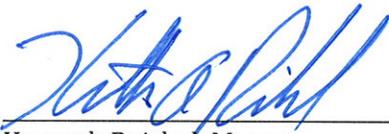
12) Mayor & Council Reports

13) Adjournment

A motion by Hoehn, seconded by **Burt**, to adjourn the meeting at 7:44 pm.

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

Attest:



Kenneth Reichel, Mayor



AmberRose Brudelia, Deputy City Clerk