



COUNCIL MEETING MINUTES

Madison Lake City Council
Monday November 5th, at 6:00PM
525 Main Street
Madison Lake, MN

1) Call Meeting to Order

Pro Tem Mayor Hiniker called the meeting to order at 6:01 p.m.

2) Roll Call

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

Staff Present: City Clerk Allie Polsfuss, City Administrator Curt Kephart

Council Members Excused: Mayor Kenny Reichel

3) Approval of Agenda

Motion made by Sohre, seconded by **Hoehn** to approve the agenda as presented.

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

Nays: None

Motion carried

4) Consent Agenda

a) Budgeted Reimbursement to Madison Lake Relief Association- \$22,919

b) Approval of minutes from Council Meeting on October 15, 2018.

c) Approval of minutes from Joint Meeting with the Planning Commission and City Council on October 15, 2018.

d) Approval of minutes from Budget Work Session on October 23, 2018

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

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

Nays: None

Motion carried

5) Vendor Claims

a) **Approval of Vendor Claims in the amount of \$101,727.16**

b) **Approval of Credit Card payment in the amount of \$640.97**

Motion made by Sohre, seconded by **Burt** to approve Vendor Claims in the amount of \$101,727.16.

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

Nays: None

Motion carried

Motion made by Burt, seconded by **Sohre** to approve credit card payments in the amount of \$640.97.

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

Nays: None

Motion carried

6) Open Public Comments

a) None at this time.

7) Appearances & Presentations

a) **Madison Lake Fire Relief Association Pension- Bill Ward.**

- i) Bill Ward met with the Board of Trustees on October 17th to review the Relief Association Pension and decide what they plan to do moving forward.
- ii) The audit showed that there is a large surplus.
- iii) The board is recommending that the city approve an increase in the pension in the amount of \$2,000. This will be a result of the reallocation of the present surplus which will produce a projected \$84,339 surplus. The last increase was \$200 (\$1500-\$1700) 2 years ago.
- iv) Bill Ward stated that the cap set by the state is specific to Madison Lake.
- v) The funds are diversified in bonds and stocks. There are only 3 people on the fire department eligible to retire.

Motion made by Hoehn, seconded by **Sohre** to approve increasing the Fire Department Pension to the sum of \$2,000 per year served, effective January 1, 2019.

Roll Call: Ayes: Sohre, Burt, and Hoehn

Nays: None

Hiniker abstained

Motion carried

8) Ordinances and Resolutions

a) **Resolution #2018-18** Authorizing Adjusting a Portion of a Unified Tax Statement on Separate Parcels within a Tract

- i) City Council wanted to clarify that Wheaton Properties are still responsible and liable for any remaining balances, and if property were to be sold, the assessment must be paid.
- ii) Council Member Burt noticed inconsistencies in the amortization schedule.
 - (1) The beginning balance should be \$636,013.26.
 - (2) The interest rate is a fixed 4.8%.
 - (3) The City Administration Fee and Blue Earth County Filing fee must be clarified.
 - (4) New revised start date is 01/01/2019.

Motion made by Sohre, seconded by **Burt** to approve Resolution #2018-18 Authorizing Adjusting a Portion of a Unified Tax Statement on Separate Parcels within a tract, and the revised amortization schedule including the starting amount of \$636,013.26 with a 4.8% interest and \$200 payable to the City of Madison Lake plus the Blue Earth County filing fees.

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

Nays: None

Motion carried

b) **Resolution #2018-23** Renumbering of Max Main Street Hardware

Motion made by Sohre, seconded by **Burt** to approve Resolution #2018-23 Renumbering of Max Main Street Hardware.

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

c) **Ordinance #2018-05 Annexing Land Located in Jamestown Township.**

Motion made by Burt, seconded by **Sohre** to approve Resolution #2018-05 Annexing Land Located in Jamestown Township.

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

9) New Business

a) **All Saints Academy Loan/Grant Application – Letter of Endorsement**

- i) Helen Peterson is present to discuss the Forgivable Loan available for Child Care Centers through Blue Earth County.
- ii) This loan money would be utilized for expansion and continuation; training, licensing, building, permitting, additional employment, and operational cost.
- iii) All Saints would pay interest on the loan, and 20% is forgiven each year by the county.
- iv) Throughout the years, the school has gotten smaller and eventually they decided to close the school. With all the additional child care space, All Saints wishes to repurpose it to better serve the children.
- v) All Saints has already started drafting the application and has received an endorsement letter from the EDA that they hope to get approved by the City Council.

Motion made by Hoehn, seconded by **Sohre** to approve the letter of endorsement from EDA and authorize the mayor to sign a letter of endorsement from the City Council.

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

b) **Gambling Funds Allocation**

- i) The gambling funds need to be consolidated and be renamed to the charitable gambling account.

Motion made by Hoehn, seconded by **Sohre** to approve consolidation and allocation of gambling funds and renaming the fund as a charitable gambling account and transferring remaining funds to the Southern Minnesota Initiative Foundation to hold in trust for the Madison Lake Foundation.

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

c) **2018 Standing Committee of the Council**

- i) Standing Committee of the Council must reorganize after the new members are seated in 2019. The City Administrator has recommended three standing committees with a process to fill each position within each committee.
- ii) If approved, there would be 3 standing committees with 2 members of the council and 1 staff member associated with each committee.
- iii) City Administrator Kephart believes this will help Council and departments be more effective and efficient.
- iv) Council had several questions and decided to table this item until a later date and after the election to include any new members in the discussion.

10) Old Business

a) **2019 Proposed Fee Schedule**

- i) The City Council went through the 2019 Fee Schedule and made changes.
- ii) City Departments will go through the fee schedule, make corrections as suggested by the council, and return with a final draft for approval.

b) **2019 Benefit Plan Model**

- i) The City Council discussed a new Benefit Plan Model for 2019.
- ii) The Council expressed a need to look over the options and tabled until next meeting.

c) **Mortgage Satisfaction Release- 616 Main Street**

A mortgage on a private property at 616 Main Street was guaranteed by the City in 1994 but never released by the City from the recorded mortgage. The mortgage was satisfied. **Motion made by Burt**, seconded by **Hoehn** to authorize a release of the mortgage against 616 Main Street.

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

Nays: None

Motion carried

11) Motion made by Sohre, seconded by Hoehn to adjourn the meeting at 8:40 p.m.

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

Nays: None

Motion carried



ProTem Mayor Carolyn Hiniker

Attest:



City Administrator Curt Kephart