



# City Council Minutes

Madison Lake City Council

Monday, November 16, 2015

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## 1) Call Meeting to Order

Mayor Pro-Tem Hiniker called the regular meeting to order at 7:02 pm.

## 2) Roll Call

**Council Members Present:** Mayor Pro-Tem Carolyn Hiniker, Laurinda Sohre, Pat Burt, and Kent Hoehn

**Members Absent:** Mayor Kenneth Reichel

**Staff Present:** City Administrator Ariel Klugman Lenz, Deputy City Clerk AmberRose Brudelic, City Engineer Chris Larson, and City Attorney Jason Moran.

## 3) Approval of Agenda

**A motion by Sohre**, seconded by **Hoehn**, to approve the agenda with the addition of 9D) Curb Painting and 10A) Right of Way Permit.

Roll Call: Ayes: Sohre, Hiniker, 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 \$99,096.09.

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

## 5) Consent Agenda

- a) Approval of minutes from joint work session of November 2, 2015.
- b) Approval of minutes from regular meeting of November 2, 2015.
- c) Approving Liquor Licenses pending background checks
  - The Landing
  - The Trailblazer
  - The Lucky Lure
  - Finish Line Liquor
  - American Legion
- d) Approving Tobacco Licenses
  - Casey's General Store
  - The Market

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

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

## 6) Open Public Comments

None.

## 7) Appearances & Presentations

- a) Public Hearings on Assessment for Late Utility Bill Payments
- Deputy City Clerk Brudellie reviewed the proposed assessments.
  - Mayor Pro-Tem Hiniker opened the public hearing at 7:15 pm.
  - No residents present wished to speak.
  - Mayor Pro-Tem Hiniker closed the public hearing at 7:15 pm.

## 8) Ordinances & Resolutions

- a) Resolution #2015-44 Accepting Bid and Awarding Public Works and Police Facility Project
- City Administrator Klugman Lenz is still waiting on ventilation numbers from Apex and has not received them as of tonight.
  - City Administrator Klugman Lenz stated that WEB Construction was contacted and their bid does include the ventilation.
  - City Administrator Klugman Lenz recommends awarding the bid to WEB Construction.
  - City Administrator Klugman Lenz stated our Structural Engineer, Joey Wendinger, with ISG asked for quotes for a ventilation system a month ago and staff have pushed for a quote over the last two weeks.
  - Mitch, with Apex stated that Prange's Plumbing and Heating is working on numbers for Apex for the ventilation system.
  - Council discussed the reverse referendum.
  - Council discussed the need for ventilation in the new building.
  - Council discussed the best way to contact residents and will continue to mail out the newsletter.
  - Council Member Burt stated Mr. Burt signed the petition and he was informed that the building would cost between \$800,000.00 to \$1,000,000.00.
  - City Administrator Klugman Lenz stated that she met with Luke and Warren Israelson and they are willing to install the sanitary line and charge the City for the cost of upsizing the line of approximately \$21,250.13.
  - Council discussed the price of the building.
  - City Administrator Klugman Lenz stated for the record that the current public works building is not safe and is going to need repairs in the near future.
  - City Administrator Klugman Lenz recommends accepting the base bid or base with alternate one.
  - City Administrator Klugman Lenz read the end of the article written in the Fall/Winter newsletter about the Public Works and Police Facility, which specifically states the open house will be held on October 19<sup>th</sup>.
  - Council discussed the assessment appeal process for 4<sup>th</sup> and 5<sup>th</sup>.
  - Council discussed their options.
  - Council Member Sohre stated that the public works building is unsafe.

**A motion by Sohre**, seconded by **Hoehn**, to reject the bids based upon the receipt of the reverse referendum.

Roll Call: Ayes: Hoehn, Sohre  
Nays: Hiniker, Burt  
Motion failed.

**A motion by Burt**, seconded by **Hiniker**, to accept the bid and award base to Web Construction.

Roll Call: Ayes: Hiniker, Burt  
Nays: Hoehn, Sohre  
Motion failed.

- b) Resolution #2015-46 Certifying Assessment Roll for past due utility bills.

**A motion by Hoehn**, seconded by **Hiniker**, to approve Resolution #2015-46 Certifying Assessment Roll for past due utility bills.

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

Council Member Burt began leading the meeting as Mayor Pro-Tem Hiniker left at 8:35 pm.

## 9) Unfinished Business

### a) AT & T Cell Tower

- City Administrator Klugman Lenz stated that she informed AT & T that the City is not interested in negotiating at this time.

### b) Hiring Part-Time Police Officer

- Jared Taylor is Chief Bunde's recommendation for the vacant part-time police officer position.
- City Administrator Klugman Lenz stated that all of the background work has been completed.
- City Administrator Klugman Lenz recommends hiring Jared Taylor at grade 14, step 3.

**A motion by Burt**, seconded by **Sohre**, to approve the hiring of Jared Taylor at grade 14, step 3.

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

### c) Project Updates

- 4<sup>th</sup> and 5<sup>th</sup> Update
  - (1) Curb Discussion
    - (a) City Engineer Larson recommends b curb but stated that drive over curb would work in the area.
    - (b) Council discussed the current and proposed curb on Spruce Avenue.
    - (c) The sewer line for Dale's Marine was discussed.

**A motion by Hoehn**, seconded by **Sohre**, to plan for drive over curb on Spruce Avenue.

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

### (2) Improvement Hearing Notices

- (a) City Administrator Klugman Lenz stated that she would need to mail out notices before the next meeting to remain on schedule.
- (b) Council discussed wanting everyone to be there before moving forward.
- (c) City Administrator Klugman Lenz recommended tabling the notices until further discussion can be had. This will move back the project schedule slightly, it is still possible to do the project this spring.
- (d) Council discussed the revised assessment roll.

**A motion by Burt**, seconded by **Sohre**, to table improvement hearing notices.

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

- Annexation Update
  - (1) Andy Frederick Request for vegetation around lift station

- (a) City Administrator Klugman Lenz stated that Mr. Frederick would like the City to install bushes around the lift station near his property.
- (b) Council discussed installing bushes around the lift stations.

**A motion by Hoehn**, seconded by **Burt**, to not install vegetation around the lift station.

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

d) Curb Painting

- Council Member Hoehn stated that there is no consistency in the curb painting on Main Street.
- City Engineer Larson and Council Member Hoehn will look at the issues.
- City Administrator Klugman Lenz will speak with Blue Earth County about the curb painting again.

### 10) New Business

a) Right-of-Way Permit

- City Administrator Klugman Lenz and Mayor Reichel met with Jaguar Communications about their project in town and received their right-of-way permit application today.
- Council discussed the right-of-way permit.
- Council discussed the expansion of cable services and discussed the franchise agreements.
- City Administrator Klugman Lenz will look into the cable franchise agreements and let Council know on Friday what the agreements say about services in town.

### 11) Staff Reports

### 12) Mayor & Council Reports

### 13) Personnel

- a) Closed Meeting under MN Statute 13D.05, Subd. 1(d), 3(a) Annual City Administrator Review

**A motion by Sohre**, seconded by **Burt**, to table the annual city administrator review until the next meeting on December 7, 2015.

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

### 14) Adjournment

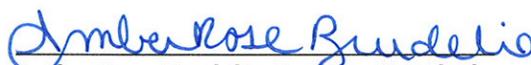
**A motion by Hoehn**, seconded by **Burt**, to adjourn the meeting at 8:58 pm.

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

Attest:



Pat Burt, Mayor Pro-Tem

  
AmberRose Brudelio, Deputy City Clerk