



Council Meeting Minutes

Madison Lake City Council

Monday, November 18th, 2019 at 6:00PM

525 Main Street

Madison Lake, Minnesota

1) Call Meeting to Order & Pledge of Allegiance

Mayor Hoehn called the meeting to order at 6:03 p.m.

2) Roll Call

- a) **Council Members:** Mayor Kent Hoehn, Carolyn Hiniker, Ryan Sanders, Pat Burt, Laurinda Sohre
- b) **Staff Present:** Deputy Clerk Liz Wille, City Administrator Jeff Shoobridge
- c) **Others Present:** City Engineer Jason Femrite, Alec Pettes (Bolton & Menk), Carole Kroc, Carol Schneider

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 the agenda of this meeting
- b) Approval of the minutes of the November 4th meeting
- c) Approval of the Adoption of the 2020 Employee Pay Plan
- d) Approval of 2020 Business License Applications

Motion by Burt, seconded by **Sanders** to approve the consent agenda as presented pending property tax currency verification for the 2020 Business License Applications.

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

Nays: None

Motion Carried

4) Open Public Comments - none

5) Appearances & Presentations - none

6) Ordinances and Resolutions - None

7) Old Business

- a) 2020 Budget Review/Discussion
 - i) Discretionary Fund Discussion
 - Mayor Hoehn would like a special budget session.
 - Administrator Shoobridge has found several discrepancies within the current proposed budget.
 - Workers Comp Budgets are not accurate across departments.
 - Administrator Shoobridge proposed Administration and Council discretionary fund budgets.
 - Councilmember Sohre expressed concerns with the total levy and would like to reduce that number as much as possible.

- Mayor Hoehn requested the amount paid out in overtime within the Public Works department during the winter months last year.
- Wage allocations were discussed and will be added to the budgets.
- Mayor Hoehn advised that all of the fire trucks will need their tires replaced. We will need to plan for this within the fire budget.
- Council would like to hold a special budget session on Monday, December 9th at 5:30 to discuss the budget in more detail prior to the Public Hearing on December 16th.

8) New Business

- a) 2020 Fee Schedule Discussion
 - i) The Utility Rate study is still pending. This discussion has been tabled until those results are available.
- b) Q4 Open Forum/ Administrator Meet & Greet
 - i) Due to the lack of public engagement, Council has decided to discontinue the quarterly open forums for now.
 - ii) The Administrator will be present at Christmas on Main on December 6th to interact with residents.

9) Vendor Claims – approval of the bills in the amount of \$40,355.57

- i) Deputy Clerk Wille answered Council’s questions regarding vendor claims.

Motion by Burt, seconded by **Hiniker** to approve the vendor claims in the amount of \$40,355.57

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

10) Administration Report –

- i) Administrator Shoobridge presented Council with a written report.
- ii) Deputy Clerk Wille presented Council with a bid to repair and paint the walls and door frames in the Council Chambers and asked for Council consent to move forward with painting.

Motion by Sohre, seconded by **Burt** to approve the bid from Deven’s Painting.

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

11) Council Report

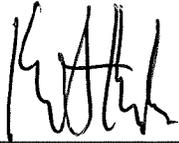
- i) Mayor Hoehn inquired about Christmas Lights on Main St. Deputy Clerk Wille advised that the Public Works team put them up today.
- ii) Mayor Hoehn was approached by a few people asking that new evergreens be planted in Lindbergh Park. This has been deferred to the Parks Committee.
- iii) The DNR met with Public Works Director Adam Fennell and called Mayor Hoehn regarding plowing the DNR Parking Lot. Mayor Hoehn stated that the City would plow it after all City plowing is completed. Plowing would be billed at \$60.00 per time, and would only be done with snowfall accumulating two or more inches of snow.

- iv) Councilmember Sanders inquired about the tires that were dumped at compost illegally.
- v) Mayor Hoehn advised that the person has been caught and the tires have been removed.
- vi) Mayor Hoehn thanked Deputy Clerk Wille for working to save the City money on the kitchen countertops.
- vii) The Mayors and Clerks meeting went well, and the food from The Landing got rave reviews.

12) Adjournment -

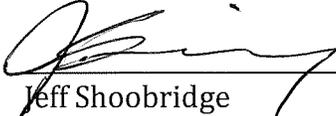
Motion by Hiniker, seconded by **Sanders** to adjourn the meeting at 7:52 p.m.

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



Mayor Kent Hoehn

Attest:



Jeff Shoobridge
City Administrator

