

City of Madison Lake
City Council Minutes
Monday, January 7, 2013

all to Order

Mayor Reichel called the regular Council meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

Members Present: Mayor Ken Reichel, Kent Hoehn, and Chuck Ries

Members Absent: John Howard and Steve Bjerke

Staff Present: City Administrator Kelly Steele, Deputy Clerk AmberRose Bruderie, Police Chief Dan Bunde, Public Works Supervisor Chris Roemhildt, Fire Chief Kevin Kennedy, City Engineer Chris Larson and Building Inspector Ron Voth.

Others Present: Carolyn Hiniker of 74 Evergreen Court, Madison Lake; Father Robert Schneider of All Saints Catholic Church; and Pamela Gorman of Xcel Energy

Oath of Office for Councilmember Chuck Ries

Oath of Office for Councilmember Carolyn Hiniker

Consent Agenda

3A) Approval of Agenda

A motion by Ries, seconded by Hoehn, to approve the agenda with the addition of 9G) Township Fire Contracts.

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

3B) Accepting of Minutes from Regular Meeting of December 17, 2012

A motion by Hoehn, seconded by Hiniker, to accept the minutes from the December 17, 2012 regular meeting.

Roll Call: Ayes: Reichel, Hoehn and Hiniker
 Nays: None
 Abstained: Ries
 Motion carried.

3C) Accepting of Minutes from Work Session of December 17, 2012

A motion by Ries, seconded by Hoehn, to accept the minutes from the December 17, 2012 work session.

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

3D) Approval of Vendor Claims Totaling \$29,257.82

A motion by Hoehn, seconded by Hiniker, to approve vendor claims in the amount of \$29,257.82.

Roll Call: Ayes: Reichel, Ries, Hoehn and Hiniker

Nays: None
Motion carried.

Open Public Comments

6A) Father Robert Schneider for All Saints Catholic Church

- Father Schneider discussed the fire alarm system at All Saints and stated that they do not have money in their budget to pay for the fire calls.
- Chief Kennedy explained the recent fire calls and how they were invoiced.
- Council discussed the fire call invoices.
- Council directed Chief Kennedy to determine the billing for fire calls.

Appearances and Presentations

Ordinances and Resolutions

6A) Resolution #2013-567 Approving the Hiring of Philip Wills for the Position of Part-time Police Officer

- Ms. Steele stated that the hire date should be January 2, 2013.
- If employees exceed \$425.00 a month in pay, they are required to participate in Public Employees Retirement Association.
- Police officers do not pay social security.

A motion by Ries, seconded by Hiniker, to approve Resolution #2013-567 Approving the Hiring of Philip Wills for the Position of Part-time Police Officer.

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

6B) Resolution #2013-564 Establishing Officer Philip Wills in the Public Employee Retirement Association for Police Officers

A motion by Ries, seconded by Hoehn, to approve Resolution #2013-564 Establishing Officer Philip Wills in the Public Employee Retirement Association for Police Officers.

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

6C) Resolution #2013-565 Approving Official Designations and Annual Appointments

- Council selected Chuck Ries as the Mayor Pro-Tem.
- Kent Hoehn was selected for the Main Street Reconstruction Committee.
- Ms. Steele will check with John Howard to determine if he would like to continue as a member of the EDA.
- Ms. Steele stated that Randy Knauss, Dave Stoufer, and Carolyn Hiniker are interested in joining the EDA.
- Council discussed the EDA and the Planning Commission.

A motion by Ries, seconded by Hoehn, to approve Resolution #2013-565 Approving Official Designations and Annual Appointments with the changes that were discussed.

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

6D) Excel Gas and Electric Franchise Ordinance

- Mayor Reichel and Chief Kennedy asked Pamela Gorman of Xcel Energy to look into the wait time the fire department has when requesting Xcel Energy's assistance at fire calls.
- Council discussed burying power lines on Chestnut Avenue during the Main Street reconstruction.

- Council discussed adding a franchise fee.
- Ms. Steele stated that Jim Brandt has reviewed the agreement and is recommending approval.
- Ms. Gorman will re-draft the agreements at \$1.00 per electric meter per month and will use a fee opener statement for the gas agreement.

6E) Resolution #2013-566 Adopting a New Construction Development Credit for All New Residential Construction

- Ms. Steele stated that this is the \$1,500.00 credit that the City has provided for new construction since 2009.
- Council discussed the history of the \$1,500.00 credit.
- Ms. Steele stated that the credit is not available if the property is in a Tax Increment Financing District.
- The annexing properties do not qualify for this credit as they are not new construction, but it has been discussed if this credit should be offered.

A motion by Hoehn, seconded by Ries, to approve Resolution #2013-566 Adopting a New Construction Development Credit for All New Residential Construction.

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

Reports of Staff, Officers, Boards, and Committees

7A) Building Official

- Mr. Voth stated that no permits were issued in December.
- There were fifty-five building permits issued in 2012 valued at \$2,136,231.00.
- Council discussed current residential building permits.

7B) City Administrator

- Ms. Steele spoke with Jim Brandt regarding flex spending and the awnings on Main Street. Ms. Steele has not heard back from him yet.
- Council discussed how the iPads are working.
- Ms. Steele is looking into a fee to get old checks off our books.

7C) City Council Member

- None

7D) City Engineer

- None

7E) Fire Chief

- Chief Kennedy stated that there were ninety-four calls for service in 2012 with no injuries or accidents.

7F) Mayor

- None

7G) Planning Commission Chair

- None

7H) Police Chief

- Chief Bunde stated that there were 1,474 ICR's in 2012.
- In December there were ninety-seven calls; sixty-five were for traffic stops.
- Council directed Chief Bunde to determine the total cost of the new squad car.

7I) Public Works Supervisor

- Council discussed the recent theft that occurred at the old wastewater treatment plant.
- Mr. Roemhildt stated that this summer the wires were cut off the plows and sanders.

- Mr. Roemhildt stated that the Point Pleasant Lift station was started today and should be completed tomorrow.

Unfinished Business

8A) Annexation

- Ms. Steele stated that Jamestown Township is meeting tomorrow night if we want to meet with them to discuss annexation. They do not have another meeting scheduled until March.
- The fire contracts would need to be adjusted if the properties annexed into the city.
- Ms. Steele, Mr. Larson and Brad Potter are available to attend the meeting tomorrow.
- Ms. Steele will see if Steve Bjerke can also attend.
- Mr. Potter is looking into the best way to handle the petition to annex.
- The Deed holders must sign the petition to annex.

8B) Snow Plowing Policy

- Mr. Roemhildt recommends approval of the policy.
- Ms. Steele stated that we will need to look at the nuisance ordinance in the near future.
- Council discussed providing written notice to the property owners and directed Ms. Steele to have Mr. Brandt review this portion of the policy.

New Business

9A) Additional Engineering for CSAH 26 Reconstruction

- Ms. Steele stated that there is a copy of the letter that was received from Mr. Larson in the packets.
- Numerous revisions have been made to the design.
- The design phase of the project should be complete soon.

9B) Phoenix Request for Payment

- Mr. Larson stated we will still be retaining \$20,000.00.

A motion by Ries, seconded by Hiniker, to approve Phoenix Request for Payment #10 and #11.

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

9C) MSU Trail Study Report

- Ms. Steele stated that a copy of the MSU Trail Study Report was enclosed in the Council packets.
- Ms. Steele suggested the Council form a committee to look at the MSU Trail Study Report with members of the Planning Commission, EDA, and Parks Committee.
- Mr. Ries suggested that the Parks Committee review the MSU Trail Study report.
- Council directed the Parks Committee to will review the MSU Trail Study report with Ms. Hiniker replacing Mayor Reichel.
- The Main Street Committee is meeting tomorrow at 2:30 p.m.

9D) City Hall Water Heater Replacement

- Mr. Hoehn stated that the water heater is old and in need of replacement.
- Mr. Roemhildt recommends accepting the bid from Kopp Plumbing.

A motion by Hoehn, seconded by Ries, to approve the bid from Kopp Plumbing.

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

9E) Commercial Vehicle Parking

- City ordinance does not allow commercial vehicles to be parked in residential sections of town.

- Council discussed where commercial vehicles are able to park in city limits.
- Council directed the planning commission to come to the Council with a recommendation if there is a need for modifications to the parking ordinance.
- Council does not want to use City resources to provide parking for commercial vehicles.

9F) 2013 Employee Wages

- Mr. Ries explained the personnel committee’s recommendation.
- The personnel committee decided not to adjust their first proposal as they felt it was inappropriate to give more than their original recommendation for wage increases.
- The sick pay accrual is lower than our peer groups and the personnel committee recommends increasing it by half an hour per pay period. This calculates out to a 0.625% pay increase.
- Council discussed the cost of living increase.
- Ms. Steele gave a brief review of the employee’s benefits.

A motion by Hoehn, seconded by Reichel, to approve the cost of living increase as proposed changing the merit increases to \$1.00 for Ms. Bruderie and Mr. Fennell and \$0.35 for Chief Bunde, Ms. Steele, and Mr. Roemhildt.

Roll Call: Ayes: Reichel and Hoehn
 Nays: Ries
 Abstained: Hiniker
 Motion carried.

A motion by Hoehn, seconded by Reichel, to increase sick pay by an additional half an hour per pay period.

Roll Call: Ayes: Reichel and Hoehn
 Nays: Ries
 Abstained: Hiniker
 Motion carried.

9G) Township Fire Contract

- Chief Kennedy stated that the Township Fire Contracts will expire in March of this year.
- The previous contracts were for three years. Chief Kennedy would like to have a five year contract this time.
- Council discussed different options for calculating the fire contract rates.
- Council directed Chief Kennedy to draft the township contracts at market value.

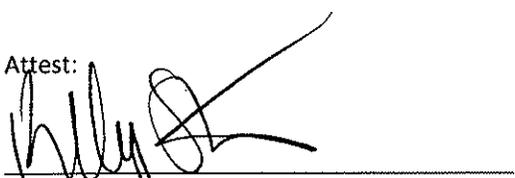
Adjournment

A motion by Ries, seconded Hoehn by, to adjourn the meeting at 9:45 pm.

Roll Call: Ayes:
 Nays:
 Motion carried.



Ken Reichel, Mayor

Attest:


Kelly Steele, City Administrator-Clerk

