



City Council Minutes
Madison Lake City Council
Monday, April 18, 2016

1) Call Meeting to Order

Mayor Pro-Tem Hiniker called the regular meeting to order at 7:00 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: Interim City Administrator Wendell Sande, Deputy City Clerk AmberRose Brudelic, Project Designer Nathan Hermer, and Planning Commission Chair Mike Klassen.

3) Approval of Agenda

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

Roll Call: Ayes: Hiniker, Sohre, 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 \$31,810.09.

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

5) Consent Agenda

- a) Approval of minutes from regular meeting of April 4, 2016
- b) Approval of minutes from work session of April 5, 2016

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

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

6) Open Public Comments

- a) None

7) Appearances & Presentations

- a) Assessment Hearing for 405 5th Street (Schmahl Adjustment)
 - Due to an incorrectly recorded street vacation at Blue Earth County that has since been corrected, the Council needs to revise the assessment roll for the property located at 405 5th Street.
 - Mayor Pro-Tem Hiniker opened the public hearing at 7:04 pm.
 - (1) Interim City Administrator Sande stated that it is his understanding that this is not a contested adjustment.
 - (2) No one from the public wished to speak.
 - Mayor Pro-Tem Hiniker closed the public hearing 7:05 pm.

- b) Public Hearing Ordinance #2016-04 Codifying the Economic Development Authority
 - Interim City Administrator Sande stated that the current City Code does not reflect the Economic Development Authority and the passage of this ordinance will correct that.
 - Mayor Pro-Tem Hiniker opened the public hearing at 7:06 pm.
(1) No one from the public wished to speak.
 - Mayor Pro-Tem Hiniker closed the public hearing at 7:06 pm.

- c) Public Hearing Ordinance #2016-05 Revising Planning Commission Sections of Chapter 31 and Chapter 153 Zoning Code
 - Interim City Administrator Sande stated that the current City Code has the Planning Commission listed with contradicting information and the passage of this ordinance will correct those issues.
 - Council discussed the proposed changes.
 - Council discussed compensation for the Planning Commissioners.
 - Mayor Pro-Tem Hiniker opened the public hearing at 7:10 pm.
(1) No one from the public wished to speak.
 - Mayor Pro-Tem Hiniker closed the public hearing at 7:10 pm.

8) Ordinances & Resolutions

- a) Resolution #2016-27 Deferred Assessment Agreement with Dale and Julie Lee
 - Interim City Administrator Sande stated that at a prior meeting discussion was held regarding the assessments on the Lee property.
 - The deferred assessment agreement has been prepared by City Attorney Moran and has been duly signed by the property owners.

A motion by Hoehn, seconded by **Burt**, to approve Resolution #2016-27 Deferred Assessment Agreement with Dale and Julie Lee.

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

- b) Resolution #2016-28 Approving Preliminary Plat for Duck Lake Estates 2.
 - Warren Smith of Survey Services described the property included in the preliminary plat.
 - As part of the utility construction
 - Part of the utility construction provided fill last year, five services were stubbed in.
 - The park dedication of a trail was discussed.
 - Council discussed future potential trail connections.

A motion by Hoehn, seconded by **Sohre**, to approve Resolution #2016-28 Approving Preliminary Plat for Duck Lake Estates 2.

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

- c) Resolution #2016-29 Approving Assessment for 405 5th Street.

A motion by Hoehn, seconded by **Sohre**, to approve Resolution #2016-29 Approving Assessment for 405 5th Street.

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

d) Ordinance #2016-04 Economic Development Commission City Code

A motion by Burt, seconded by **Hoehn**, to approve Ordinance #2016-04 Economic Development Commission City Code.

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

e) Ordinance #2016-05 Revising Planning Commission Sections of Chapter 31 and Chapter 153 Zoning Code.

A motion by Sohre, seconded by **Burt**, to approve Ordinance #2016-05 Revising Planning Commission Sections of Chapter 31 and Chapter 153 Zoning Code.

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

9) Unfinished Business

a) 512 Point Avenue Variance

- Interim City Administrator Sande stated that the City has not received the survey that was previously discussed.
- Interim City Administrator Sande recommended denial of the variance request with the understanding that the supplicant can reapply in the future with the necessary documentation of the survey.
- Council stated that if the property owners reapply, the City will waive the fees for the application.
- Interim City Administrator stated that the surveyors have been on site, but the survey has not yet been completed.

A motion by Hoehn, seconded by **Burt**, to deny the variance request based upon the findings of fact.

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

b) City of Mankato WWTP Invoice

- Deputy Clerk Brudellie stated that staff did not issue payment for the \$6,864.00 invoice as we received the letter in the council packet.
- The City of Mankato issued the City of Madison Lake a credit of \$4,208.24.
- Council discussed the invoices and the amount that will be owed for 2016.

c) Project Update for 4th and 5th Street

- Mr. Hermer stated that traffic and erosion control are in.
- The contractor started tree and payment removal, will begin work on the water for Fifth Street tomorrow, and should have the boring done by the end of the week.
- Mr. Hermer stated that staff and the contractor will have a meeting every week.
- Staff will send out an update and provide plans for the next week after the meeting.
- Council Member Hoehn stated that the owners of 401 5th Street may need assistance getting to and from their house, staff will have the project coordinator meet with them to discuss potential issues.
- Council discussed the need for rebar in driveways.

- Mr. Hermer stated that rebar was not included in the project cost, but, he will get a price from Holtmeier for putting rebar into the driveways that already have it.
- Council directed staff to look at the driveway removals that have been completed.
- Council discussed the temporary water installations.

10) New Business

- a) Comprehensive Plan Map Proposed Revisions
 - Alex Jermeland with Minnesota Valley Council of Governments and Planning Commission Chair Klassen reviewed the proposed map for the comprehensive plan.
 - The map will be used in the future for planning purposes and serves as a guide for the Council, Planning Commission, and developers.

11) Staff Reports

- a) Deputy City Clerk Brudelie
 - Deputy Clerk Brudelie stated that building permits have been obtained for both 1120 Park Road and 1130 Park Road and Building Inspector Murphy has been to both sites for inspections.
 - Council asked staff to provide additional markings for the hole near the culvert repair.

12) Mayor & Council Reports

- a) Mayor Pro-Tem Hiniker
 - Mayor Pro-Tem Hiniker stated that the bill boards when coming into town are in poor shape and need to be kept up.
 - Staff will contact the owner of the bill boards to discuss their care.
- b) Council Member Hoehn
 - Council Member Hoehn stated that he has seen nuisance animals around the property at 720 Park Road.
 - Staff will ask City Attorney Moran to look into the issue.

13) Adjournment

A motion by Hoehn, seconded by **Burt**, to adjourn the meeting at 7:53 pm.

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

Nays: None

Motion carried.



Carolyn Hiniker, Mayor Pro-Tem

Attest:



AmberRose Brudelie, Deputy City Clerk