



AGENDA

Madison Lake City Council –

Monday July 16th, 2018 at 6:00 PM

Madison Lake Community Room

525 Main Street, Madison Lake, MN 56063

1) Call Meeting to Order & Pledge of Allegiance

Mayor Pro Tem Carolyn Hiniker called the joint meeting meeting to order at 6:06 pm.

2) Roll Call-Establish Quorum of City Council

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

Council Members Excused: Mayor Ken Reichel

Staff Present: City Administrator Curt Kephart

Other's Present: Barb Dillon, Carole Kroc, Jeff Marx

3) Approval of Agenda-

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

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

Nays: None

Motion carried.

4) Consent agenda

- a) Approval of Jaguar Communications ROW permit
- b) Approval of permit for Paddlefish Days
- c) Approval of Minutes of June 18th, 2018 Meeting
- d) Approval of Vendor Claims from 07.02.2018
- e) Approval of Vendor Claims in the amount of \$157,035.40 including
 - Well #4 Pay App #2

Motion made by Sohre, seconded by Burt to approve the consent agenda with the addition of Well #4 Pay application #2.

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

Nays: None

Motion carried.

5) Open Public Comments

NOTE: Those wishing to speak must state their name and address for the record. Please limit comments to five minutes for person. Please fill out and turn in the yellow card to the Mayor before the meeting.

Barb Dillon was present to discuss two items of concern:

- a) Parking on streets is not clearly marked and she requested that the City paint stripes to designate parallel parking versus diagonal parking. The City Administrator and ISG will review the requirements for parking on the affected streets and present a mock-up to Council of designated parallel or diagonal parking for whatever each street may allow. She is also concerned that with the purchase of the land at 400 Main there may be reduced parking options. She would like the

City to designate more parking not less and there appears to be a lot of No Parking around the downtown core.

- b) She requested an on street designated space for her delivery vehicle. Council declined to provide a place on street and suggested she utilize one of the spaces behind her building for the vehicle.

Carole Kroc presented Council with two publications she recommended the City be actively subscribing to for current events and information going on in the area.

- a) She wants the Council, Planning Commission, and Economic Development Authority to be aware of resources available to the City.

6) Appearances and Presentations –

- a) **2017 Final Audit Presentation – Andrew Forliti, Smith Schaeffer**

- b) Mr. Schaeffer presented the Final City Audit report and fielded questions on the findings.

Motion made by Hoehn, seconded by Burt to receive and approve the Final 2017 Audit Report of Smith Schaeffer and to thank Mr. Forliti on their work on behalf of the City of Madison Lake.

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

Nays: None

Motion carried.

7) Ordinances and Resolutions –

- a) **Resolution # 2018- 12 Appoint Elections Judges**

Motion made by Burt, seconded by Sohre to approve the recommendation of Deputy City Clerk to authorize Resolution # 2018-12 Appointment of Election Judges.

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

Nays: None

Motion carried.

- b) **Approve Conditional Use Permit – Lucky Lure Rental License 513A Main**

Barb Dillon presented a Conditional Use Permit Application to utilize the rear portion of her building as a rental residence.

Motion by Hoehn seconded by Burt to approve Conditional Use Permit for a rental residential unit at the rear of 513 A Main Street.

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

Nays: None

Motion carried.

- c) **Resolution # 2018 – 13 Authorizing City Clerk to Develop Draft Ordinance for Council/Mayor wages effective February 1, 2019.**

Motion by Burt seconded by Hoehn to adopt Resolution 2018-13 setting August 6th, 2018 for a public hearing on a proposed Ordinance to update City Council Mayor/Member wages for 2019.

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

Nays: None

Motion carried.

8) Authority for Staff to hire Public Works Department Vacancy –

- a) **Motion by Burt seconded by Sohre** that the authorization to offer a provisional offer of employment for the vacant position in Public Works lies with the City Administrator and he is hereby authorized to extend a provisional offer in his best judgement. Roll Call: Ayes: Hiniker, Burt, Sohre, and Hoehn

Nays: None

Motion carried.

- b) **Resolution # 2018-14 Authorizing an Amendment to Point Wild Development Agreement**

Motion by Burt seconded by Hoehn to approve Resolution # 2018-14 accepting an amendment to the Point Wild Sub-Division Development agreement contingent upon the Developer complying

with all provisions of the original agreement as amended including the filing of a letter of credit with the City of Madison Lake prior to any building permits being issued.

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

Nays: None

Motion carried.

- c) **Resolution # 2018-15 Three Lakes Development Dismissal of Litigation and Acceptance - Motion by Burt seconded by Sohre** to approve Resolution # 2018-15 accepting a dismissal of litigation and acceptance of the Development with the requirement that the property will be kept up without further notice from the City.

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

Nays: None

Motion carried.

- d) **Technology Replacement at City Hall-**

The Administrator presented a summary of bids received for the replacement of the network server and related computers. Three companies responded to the Request for Proposals and the summary presented the apparent low bidder as Computer Technology Solutions however support and maintenance were key factors in making a recommendation.

Motion by Burt seconded by Hoehn to authorize the City Administrator to enter into a contract with the apparent low bidder who is deemed most responsive and responsible for the replacement of computer technology at City Hall. The Administrator is authorized to verify references and negotiate a final contract based upon the most responsive and responsible proposer.

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

Nays: None

Motion carried.

- e) **North Shore Park Veterans Memorial Park Signage on MN Highway 60**

A proposal was received by the City from MNDOT to replace signs along Highway 60 directing the public to North Shore Park and Veterans Memorial.

Motion by Sohre seconded by Burt to approve a contract with the State of Minnesota

Department of Transportation to replace signage along Highway 60 with new signs to be installed by MNDOT. Roll Call: Ayes: Hiniker, Burt, Sohre, and Hoehn

Nays: None

Motion carried.

9) New Business

- a) **Review of Theo Roemer's Property**

There have been no vehicles returning to the property however the weeds appear to be uncontrolled and not mowed pursuant to City Ordinance. The City is to issue another citation to Mr. Roemer for weed and grass control and enforce the previous citation on this subject.

- b) **Notice of Candidacy Filing** - Council members were advised that a notice has been placed in the paper that filing is now open for City offices - Two Council One Mayor from July 31 - August 14th at 5:00 p.m.

10) Staff Reports- City Administrator

- a) The Administrator updated the Council on projects, budget process, and staffing.

11) Mayor & Council Reports

Council members discussed dates and times for 2019 Budget Workshops and concluded the best dates to set are:

August 9th from 6:00 p.m. to 8:00 p.m.

August 30th from 6:00 p.m. to 8:00 p.m.
September 13th 6:00 p.m. to 8:00 p.m.

12)Adjournment

Motion made by Hoehn, seconded by Burt to adjourn the council meeting at 8:45 pm.

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

Nays: None

Motion carried.



Mayor Pro Tem Carolyn Hiniker

Attest:



City Administrator Curt Kephart