



City Council Minutes
Madison Lake City Council
Monday, August 3, 2015

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 7:03 pm.

2) Roll Call

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

Members Absent: None

Staff Present: City Administrator Ariel Klugman, Deputy City Clerk AmberRose Brudelic, Police Chief Dan Bunde, Public Works Supervisor Chris Roemhildt, Fire Chief Kevin Kennedy, City Engineer Chris Larson, City Attorney Jason Moran, Planning Commission Chair Mike Klassen and Building Inspector Ron Voth.

3) Approval of Agenda

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

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

4) Approval of Vendor Claims

A motion by Hiniker, seconded by **Hoehn**, to approve vendor claims in the amount of \$258,172.51.

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

5) Consent Agenda

- a) Approval of minutes from the regular meeting of July 13, 2015
- b) Approval of minutes from work session of July 20, 2015

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

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

6) Open Public Comments

7) Appearances & Presentations

- a) Public Hearing on Nuisance Abatement 520 7th Street
 - City Administrator Klugman introduced Jason Moran the City Attorney.
 - City Administrator Klugman stated that the property has been cleaned up but the sheds are still a nuisance.
 - The letters that were sent to the tenants and the property owners were included in the Council packet.
 - City Attorney Moran stated that the both of the smaller sheds are in the right of away and should be moved.
 - City Attorney Moran stated that there has been quite a bit of improvement.
 - Chris Schmahl stated that there will be tags on the truck Monday so that the shed can be removed.
 - Chris Schmahl stated that he plans to get rid of the tin shed and the large shed and would be moving the small plastic shed out of the way.
 - City Administrator Klugman stated that the garage doors needs to be shut when you are not there.

- Opened the public hearing at 7:08 pm.
- Close the public hearing at 7:10 pm.
- Council gave Mr. Schmahl until Monday, August 17, 2015 to have the sheds removed.

8) Ordinances & Resolutions

- a) Resolution #2015-25 Approving Revisions to Preliminary Plat for West Shore Estates
- City Administrator Klugman reviewed the revisions to the preliminary plat.
 - The Planning Commission has recommended approval of this with the condition that all the documents provided with the original preliminary plat would be provided with the updated preliminary plat.
 - City Administrator Klugman reviewed the proposed conditions on the preliminary plat.
 - The DNR wants the development to meet the 25% threshold for impervious pavement.
 - Brad Radichel explained how the houses would be placed on each pad.

A motion by Hoehn, seconded by **Sohre**, to approve Resolution #2015-25 Approving Revisions to Preliminary Plat for West Shore Estates.

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

- b) Resolution #2015-26 Approving Development Agreement for West Shore Estates
- City Administrator Klugman stated that there have been a lot of revisions to the development agreement.
 - City Attorney Moran stated that Scott Borgmeier has been removed from the development agreement.
 - City Administrator Klugman stated that it is in the City's best interest for Mr. Borgmeier to pay for the increased depth of the sanitary lines to avoid the costs of a lift station when Mr. Borgmeier develops his property.
 - R & B Properties and Mr. Borgmeier have come to an agreement outside of the City's development agreement regarding the sanitary lines.
 - Council reviewed the development agreement.
 - Council Member Burt, City Administrator Klugman and City Attorney Moran will review the changes to the agreement for Council to approve at the next meeting.
 - Tabled until August 17, 2015.
- c) Resolution #2015-27 Approving Final Plat for West Shore Estates
- Tabled until August 17, 2015.
- d) Resolution #2015-28 Calling for Hearing on Street Vacation
- City Administrator Klugman stated that Corey Domas and Randy Knauss are requesting vacation of a portion of Elm Avenue and 5th Street.
 - City Administrator Klugman reviewed the request and the street vacation process.
 - City Attorney Moran explained how the vacation works for the ownership of the underlying property.
 - Council discussed the future development of the surrounding property.
 - Jerry Groebner stated that as you give up easements you give up the possibility of utility expansion.
 - City Administrator Klugman stated that the City would still have utility easements.

A motion by Sohre, seconded by **Hoehn**, to approve Resolution #2015-28 Calling for Hearing on Street Vacation.

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

- e) Resolution #2015-29 Declaring Petition for Annexation to be Adequate and Calling for Hearing on Annexation.
- City Administrator Klugman explained the properties included in the petition.

A motion by Hoehn, seconded by **Hiniker**, to approve Resolution #2015-29 Declaring Petition for Annexation to be Adequate and Calling for Hearing on Annexation.

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

- f) Resolution #2015-30 Approving Cooperative Agreement between the State of Minnesota and City of Madison Lake regarding North Shore Park.
- City Administrator Klugman stated that this is the agreement that the Council previously received.
 - Council discussed the ownership of the property at North Shore Park.
 - Council discussed the current agreement and the proposed agreement.
 - City Administrator Klugman reviewed the changes to the agreement.

A motion by Sohre, seconded by **Burt**, to approve Resolution #2015-30 Approving Cooperative Agreement between the State of Minnesota and City of Madison Lake regarding North Shore Park.

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

- g) Resolution #2015-31 Declaring Nuisance and Ordering Abatement
- Tabled until August 17, 2015.
- h) Resolution #2015-32 Appointing Building Inspector
- Tabled until August 17, 2015.

9) Unfinished Business

- a) Gambling Fund Update
- City Administrator Klugman stated that based on where the gambling fund is currently at there is not a lot of money left for an additional donation to Peoples State Bank for the Halloween Party.
 - City Administrator Klugman recommends that there is an additional need for the Halloween Party that Peoples State Bank apply for a grant from the Community Foundation.
 - No action taken.
- b) Project Updates
- Annexation Update
 - (1) City Engineer Larson stated that Doran Drive is now paved and Nutmeg Road will be paved on Wednesday.
 - (2) The final grading and prepping for seed will take place soon.
 - (3) The contractor may wait until late September to seed the properties in the seasonal areas.
 - (4) The contractor may seed Nutmeg Road for erosion control.
 - (5) City Engineer Larson stated that there is a punch list of items to work on right now.
 - 4th and 5th Update
 - (1) City Engineer Larson stated that after the work session on July 20, 2015 they are making revisions to narrow 4th and 5th Street.
 - (2) City Engineer Larson will be out of the office for most of September and is planning to hold the open house to meet with individual property owners the last week of September or early October.

10) New Business

- a) Downtown Overlay District Design Review – 413 Main Street
- City Administrator Klugman stated that as part of the Downtown Overlay District there is a site plan review for 413 Main Street owned by Delores Hoehn.

- City Administrator Klugman reviewed the proposed design for 413 Main Street.
- City Administrator Klugman reviewed the architect's recommendations for Main Street and reviewed the ordinance.
- The Planning Commission was not able to approve this with the information provided at the meeting and wanted more information and time to make a decision.
- City Administrator Klugman stated that because Council Member Hoehn wanted to move forward and did not feel he could wait until their next meeting, the Planning Commission passed the decision to the Council.
- The Planning Commission discussed requiring a wider boarder around the windows to make them appear larger and to allow an emblem above the door as requested.
- Council Member Hoehn stated that the vertical siding will be white, the awning will be a dark blue color like the water tower, and the brick will remain the same color.
- Council discussed the ordinance.
- Planning Commission Chair Klassen stated that the plan provided my Mr. Hoehn didn't provide enough details for the Planning Commission to make a well informed decision.
- Planning Commission Member Annette McBeth stated that the picture Mr. Hoehn provided led the commissioners to not be able to make a decision at the time.

A motion by Sohre, seconded by **Hiniker**, to approve the proposal for 413 Main Street with the addition of an emblem over the door and thicker boarders around the windows.

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

b) Madison Crest Concept Review

- Mike Olson is requesting feedback from the Council on his proposed development to move forward past the concept review stage.
- Mr. Olson has the option to purchase the property.
- City Administrator Klugman stated that a planned unit development with six foot setbacks may have issued with the meeting the impervious surface requirements. City Administrator Klugman stated that there would be more flexibility in what is placed on the lots if you don't do a planned unit development.
- Mr. Olson is proposing an age restricted senior community.
- Council discussed where the property is located.
- Council discussed how the park land dedication fee was determined for West Shore Estates.
- The proposed path and the park land dedication fee was discussed.
- City Administrator Klugman will talk to the County about a possible path in Duck Lake Park.
- Mr. Olson has involved Gary Hiniker and Michael Wheaton in the preparation of this proposal, and will continue to include them.

11) Staff Reports

a) Fire Chief

- Chief Kennedy stated that Paddlefish Days went well.

b) Public Works Supervisor

- Public Works Supervisor Roemhildt stated that they are blacktopping around town this week.

c) City Administrator

- City Administrator Klugman stated there will be a Planning Commission training on August 10, 2015 that we are hosting at City Hall.
- The Regional Economic Development Authority representatives will be at the Economic Development Authority meeting on August 26, 2015.
- City Administrator Klugman stated that both meetings will be posted so that the full Council can attend.

- City Administrator Klugman requested permission to send KJ Walk a billing letter and holding them in default since the development has been sitting since 2006
- Council gave permission to send the letter to KJ Walk.

12) Mayor & Council Reports

- a) Mayor Reichel
- Mayor Reichel stated that everyone did a great job for Paddlefish Days.
 - Mayor Reichel provided the Council with an e-mail from a concerned citizen that they will discuss at the next meeting.
- b) Council Member Hiniker
- Council Member Hiniker stated that National Night Out and the Main Street Grand Opening is tomorrow evening.
- c) Jerry Groebner of Groebner Insurance Agency
- Mr. Groebner provided Council with information about the City's insurance.
 - Mr. Groebner stated that he needs a form signed by the Council to keep the liability limits that we currently have in place.

A motion by Sohre, seconded by **Burt**, to give Mayor Reichel and City Administrator Klugman authority to sign the liability limits waiver form.

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

13) Adjournment

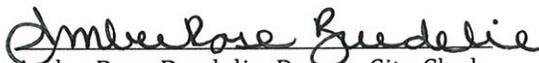
A motion by Burt, seconded by **Hiniker**, to adjourn the meeting at 9:06 pm.

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



Kenneth Reichel, Mayor

Attest:



AmberRose Brudelic, Deputy City Clerk