



Council Meeting Minutes

Madison Lake City Council

Monday, November 4th, 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 6:00 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, City Attorney Jason Moran
- 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 October 21st meeting

Motion by Sohre, seconded by **Burt** to approve the consent agenda as presented.

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

Nays: None

Motion Carried

4) Open Public Comments – none

- i) City Administrator Jeff Shoobridge introduced himself. Jeff comes to us from Groveland, FL where he served on City Council. Welcome aboard, Jeff!

5) Appearances and Presentations - none

6) Ordinances and Resolutions

- i) City Attorney Moran brought City Administrator Shoobridge and Council up to speed on where things stand with the Zoning Ordinance updates.
- ii) Zoning Administrator Brad Potter is working with the DNR to ensure the shoreland regulations meet the expectations of the DNR.
- iii) The new Zoning Ordinance should be ready for adoption within a couple of months.

7) Old Business

- a) HWY 60 Overview & Utility Improvements
 - Minnesota Department of Transportation (MnDOT) plans to reconstruct Highway 60 through the City of Madison Lake in 2021

 - Installation of new sanitary sewer and watermain within the Trunk Highway (TH) 60 Corridor through the City of Madison Lake.

- Watermain looping at the east terminus of watermain located on TH 60 to be installed to East Street and south to Lake Avenue.
- Replacement of city street lights throughout the corridor.

i) Feasibility Report

- City Engineer Femrite presented Council with the Preliminary Engineering Report. He reviewed visuals, a video, and a timeline of events with Council.
- The Preliminary Assessment Roll was discussed.

Motion by Sanders, seconded by **Burt** to accept the preliminary engineering report as presented.

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

Nays: None

Motion Carried

ii) Final Layout Plan

b) Employee Pay Plan Adjustments 2020

- i) Councilmember Hiniker advised council that the HR Committee is proposing a 2.5% COLA increase on January 1, 2020, and raise the Health Stipend amount to \$8,300 annually (from \$7,800), which is a \$500 increase.
- ii) Councilmember Hiniker proposes using the remainder of the \$25,000 that was set aside for benefits toward Public Works overtime and road improvements.
- iii) City Administrator Shoobridge asked for Council's consideration of using a portion of those remaining funds for training.
- iv) Hiniker stated that the HR Committee is still working closely with Wendell Sande at SCSC regarding future employee health benefit options.

c) Budget

i) Charitable Gambling Finance Report

- Councilmember Hiniker asked about donations for Paddlefish Days and the Halloween Party with regard to what funds they were paid out of.

ii) Capital Improvement Plan

- This item is tabled until Administrator Shoobridge can meet with Department Heads regarding their CIPs.

d) Mad Bobber Donation

Motion by Sohre, seconded by **Hiniker** to approve a donation in the amount of \$3,000 to the Madison Lake Area Chamber of Commerce.

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

Nays: None

Motion Carried

8) New Business

a) City Hall Holiday Schedule

- i) Administrator Shoobridge presented Council with a memo proposing the following Holiday Schedule:

CITY HALL WILL BE CLOSED:

For Thanksgiving: November 28th & 29th

For Christmas: December 24th & 25th

At 11:30 a.m. on New Years Eve, December 31st

For New Years Day: January 1st, 2020

Motion by Sanders, seconded by **Burt** to accept the Holiday Schedule as presented.

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

Nays: None

Motion Carried

9) Vendor Claims – approval of bills in the amount of \$53,815.94

Motion by Sohre, seconded by **Burt** to approve the bills in the amount of \$53,815.94.

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

Nays: None

Motion Carried

10) Administration Report

- Administrator Shoobridge would prefer to get a City provided cell phone.

Motion by Sohre, seconded by **Sanders** to add another line to our existing Verizon Plan for Administrator Shoobridge

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

Nays: None

Motion Carried

- Administrator Shoobridge will be out of the office on Tuesday, November 19th to attend a meeting in Florida.

11) Council Report

- Councilmember Burt asked if the Census presentation required a response.
- Building security enhancements were discussed.
- Council would like to see a gate surrounding the property
- Staff will obtain bids for security enhancements

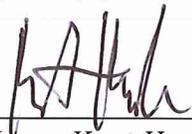
12) Adjournment -

Motion by Sohre, seconded by **Burt** to adjourn the meeting at 8:20 p.m.

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

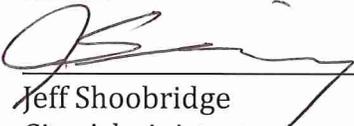
Nays: None

Motion Carried



Mayor Kent Hoehn

Attest:



Jeff Shoobridge
City Administrator