



City Council Minutes
Madison Lake City Council
Monday, December 7, 2015

1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 7:05 pm.

2) Roll Call

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

Members Absent: None

Staff Present: City Administrator Ariel Klugman Lenz, Deputy City Clerk AmberRose Brudelie, Public Works Supervisor Adam Fennell, and City Attorney Jason Moran.

3) Approval of Agenda

A motion by Sohre, seconded by **Burt**, to approve the agenda with the addition of 10b) Jaguar Communications.

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

4) Approval of Vendor Claims

A motion by Sohre, seconded by **Hoehn**, to approve vendor claims in the amount of \$55,425.76.

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

5) Consent Agenda

- a) Approval of minutes from regular meeting of November 16, 2015.
- b) Approval of minutes from special meeting of November 19, 2015.
- c) Gambling License Madison Lake Lake Association (March 11, 2016)

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

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

6) Open Public Comments

- None

7) Appearances & Presentations

- a) Truth in Taxation Hearing
 - Mayor Reichel opened the Truth in Taxation Hearing.
 - City Administrator Klugman Lenz explained the taxation process.

- City Administrator Klugman Lenz briefly reviewed the changes she made to the budget and stated that in order to keep the tax rate level there will be a 7.2% levy increase instead of the 8.8% previously estimated by the County.
- A copy of the budget was posted online along with a copy of the 2014 audit.
- City Administrator Klugman Lenz stated that projections out to 2020 were made for the reserve funds, these are not set in stone but estimates.
- City Administrator Klugman Lenz reviewed the reserve funds with Council.
- Council discussed the future State Highway 60 reconstruction project.
- City Administrator Klugman Lenz stated at the next meeting we will approve the budget and levy amount. Please send me any revisions you would like the Council to consider and have them ready for the meeting this will be the last opportunity for modifications.
- No one from the public wished to speak.

A motion by Hoehn, seconded by **Hiniker**, to close the Truth in Taxation hearing at 8:58 pm.

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

Nays: None

Motion carried.

b) Department Updated

- City Administrator Klugman Lenz
 - (1) Council discussed the invoice from FleetPride for repairs to the blue truck.
 - (2) These repairs are required to be completed in order to obtain the annual DOT certification.
 - (3) City Administrator Klugman Lenz stated that there is money in the maintenance and repair line to cover the cost of the repairs.

A motion by Sohre, seconded by **Hiniker**, to approve the estimate for repairs on the blue plow truck in the amount of \$3,856.07.

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

Nays: None

Motion carried.

8) Ordinances & Resolutions

9) Unfinished Business

a) Project Updates

- 4th and 5th Update
 - (1) Improvement Hearing Notices and Timeline
 - (a) City Administrator Klugman Lenz reviewed the updated tentative timeline for the 4th and 5th Street project.
 - (b) Council directed staff to send out the preliminary assessment roll with the notices.
 - (c) City Administrator Klugman Lenz stated that at the December 21, 2015 meeting Council will review the assessment policy.
 - (d) Council discussed access at Dale's Marine during the reconstruction project.
 - (e) The Paddlefish Days Parade will need to be rerouted during construction.
 - (f) The construction schedule was discussed.

10) New Business

a) 2016 Meeting Calendar

- City Administrator Klugman Lenz provided Council with a proposed meeting calendar.
 - Council will review the meeting calendar at the next meeting.
- b) Jaguar Communications
- Council Member Hoehn stated that he has received a lot of complaints about the construction Jaguar Communication is doing currently.
 - Council discussed the complaints and City Administrator Klugman Lenz reviewed how the construction with Jaguar Communications started.
 - City Administrator Klugman Lenz will review the franchise agreement with Council in the future.

11) Staff Reports

- a) City Administrator Klugman Lenz
- Council discussed holding a work session on December 15, 2015 at 6:00 pm to discuss the Mankato Sanitary Agreement.
 - This will be a closed meeting under attorney client privilege to discuss potential litigation.
 - City Administrator Klugman Lenz stated that Brad Potter with the City of Eagle Lake and their attorney may also be present.
 - Interviews for the maintenance worker position have been completed. Staff would like to repost the position to see if we get any additional applicants.
 - Council discussed where the maintenance worker position should be posted.
 - City Administrator Klugman Lenz stated that Council will be holding the public hearings for ordinance revisions at their next meeting.
 - The preliminary audit will take place tomorrow.
 - City Administrator Klugman Lenz stated that Mark Hayes has started the process for a ten-unit subdivision in his area.
 - Council discussed how to handle the additional five unit Mr. Hayes would like as he only paid for five connections with his assessment.
 - Council discussed how to handle base fees for the campgrounds.
 - City Administrator Klugman Lenz suggested that Council charge one unit for every ten campsites.
 - The campgrounds will continue to pay the base fee year round for permanent structures.
 - The campgrounds in town own the infrastructure under the ground have a single meter.
 - City Administrator Klugman Lenz stated that as we work on the water supply plan and tiered water rate structure the campgrounds will likely fall into a larger category.
 - Council discussed water rates and the future tiered water rate structure.

A motion by Hoehn, seconded by **Sohre**, to bill the campgrounds one base fee for every ten campsites during the winter months.

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

Nays: None

Motion carried

- b) Public Works Supervisor
- Public Works Supervisor Fennell stated that they are continuing the work on the Christmas lights.
 - The first snow removal went well.

12) Mayor & Council Reports

- a) Council Member Kent Hoehn

- Council Member Hoehn stated that he would like staff to send out a quarterly newsletter.
- City Administrator Klugman Lenz said she wanted to make sure we are doing it well before we make it more frequent.
- Council discussed the newsletter and suggested revisiting the idea of doing it more frequently at a future date after they have sent it out a few more times.

13) Personnel

- a) Closed Meeting under MN Statute 13D.05, Subd. 1(d), 3(a) Annual City Administrator Review

A motion by Kent, seconded by **Hiniker**, to open the closed meeting.

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

A motion by Hoehn, seconded by **Hiniker**, to close the closed meeting at 9:22 pm.

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

14) Adjournment

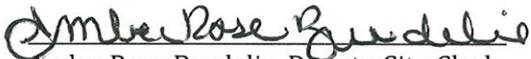
A motion by Burt, seconded by **Hoehn**, to adjourn the meeting at 9:23 pm.

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



Kenneth Reichel, Mayor

Attest:


AmberRose Brudellie, Deputy City Clerk