



AGENDA

Madison Lake City Council

Monday, December 18th, 2017 at 7:00 PM

Madison Lake Community Room

1) Call Meeting to Order & Pledge of Allegiance 7:02

- a) Mayor Reichel called the regular meeting to order at 7:04pm.

2) Roll Call

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

Absent: None

Staff Present: Deputy City Clerk Allie Polsfuss, Interim City Administrator Curt Kephart, City Attorney Jason Moran, Police Chief Dan Bunde.

3) Approval of Agenda

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

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

Nays: None

Motion carried.

4) Approval of Vendor Claims

- a) Approve vendor claims in the amount of 78,953.74.

Motion by Burt, Seconded by Sohre to approve vendor claims in the amount of \$79,383.74. This amount includes the deduction of duplicate payment to Ploog Electric for \$2,900 and addition of payment to Curt Kephart for \$3,330.

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

Nays: None

Motion carried.

5) 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 minutes from regular meeting of December 4th, 2017

Motion by Sohre, seconded by Hiniker to approve minutes from regular meeting of December 4, 2017.

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

Nays: None

Motion carried.

6) 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.

a) Linda and Kelly Madigan

- i) The Amazon delivery drivers are still damanging their yard, and the USPS is appears to be doing nothing to stop it.
- ii) City Attorney Jason Moran is going to speak to the post office and ensure that all Amazon designated deliveries are dropped off in the front, not in the alley where they are damanging the yard.

7) Appearances & Presentations

- a) Award 2017/18/19 Audit RFP
 - i) Smith Schafer presentation.

Motion by Sohre, seconded by Hoehn to accept the proposal and enter into a three year contract with auditing firm Smith and Schafer.

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

Nays: None

Motion carried.

- b) Review Data/Telephone RFP Proposal for Public Works Building & City Hall
 - i) Jaquar Communications Presentation: Did not attend

8) Ordinances and Resolutions

- a) Review of preliminary 2018 proposed budget and levy
 - i) Discussion about phone reimbursements for city employees

Motion by Burt, seconded by Hoehn to leave the phone reimbursements as they were in 2017.

Roll Call: Ayes: Burt, Hoehn, Reichel

Nayes: Sohre, Hiniker

Motion Carried.

- b) Resolution 2017 -27: Adopting the 2018 Comprehensive Budget and Certifying the Final 2018 Levy

Motion by Burt, seconded by Hoehn to approve Resolution 2017-27 : Adopting the 2018 Comprehensive Budget and Certifying the Final 2018 Levy.

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

Nays: None
Motion carried.

- c) Authorize City Staff to make required payments until first Council meeting of 2018.

Motion by Burt, seconded by Sohre to authorize the City Staff to make required payments until the first council meeting of 2018.

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

Nays: None
Motion carried.

9) Unfinished Business

- a) Update on the Public Works Building
- i) Final walk through and punchlist scheduled December 18th, 2017
- b) Discussion of pedestrian curb ramps on TH 60
- i) Some ramps pm 4th & 5th street may have to be replaces as they are out of ADA standards.
 - ii) MNDOT will allow city to keep the ramp in place if the city or contractor accepts liability and their payment gets deducted for the ramp work.
 - iii) They either need to be replaced, or the contractor needs to accept responsibility for them until MNDOT replaces them.

Motion by Hoehn, seconded by Sohre to keep the ramps in place, as long as the contractor accepts liability, and their payment is reduced for the work on the ramps.

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

Nays: None
Motion carried.

- c) MNDOT resurfacing of TH 60 – 2018
d) 2018 Fee Schedule

Motion by Burt, Seconded by Hoehn to approve the 2018 Fee Schedule as amended.

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

Nays: None
Motion carried.

10) New Business

- a) Set Bid Opening Date for Madison Lake Well # 4
- i) Old well does not meet compliance.

Motion by Sohre, Seconded by Hiniker to set bid opening date for Madison Lake Well #4 on January 9, 2018.

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

Nays: None

Motion carried.

- b) Discuss Transition to Electronic Timecard processing with BDS Payroll

Motion by Sohre, seconded by Hoehn to approve the transition to electronic timecard processing for payroll and authorize payment of setup and annual fee.

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

Nays: None

Motion carried.

- c) Set meeting calendar for 2018 :

Motion by Sohre, seconded by Hiniker to approve the 2018 meeting schedule with the following changes:

- 1) Change the 2nd meeting in January to the 16th.
- 2) All City Council meetings begin at 6:00pm instead of 7:00pm
- 3) EDA meetings will begin at 5:30pm instead of 7:00pm
- 4) Planning Commission will decide what time their meetings will be for 2018 at their first meeting.

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

Nays: None

Motion carried.

11) Staff Reports

a) Legion Ball park

- i) City Engineer Chris Larson is beginning preliminary planning for the Legion's Ball Park with a Feasibility study.
- ii) Different street widths were discussed. The engineers and council would like to know what the legion plans on doing regarding parking at the ballpark.
- iii) The city will put a survey in the spring 2018 newsletter for residents to give input.
- iv) We will revisit what to do in that area when we have a final decision with the Legion about what to do with the ballfield.

12) Mayor & Council Reports

a) Jaguar communications:

- i) The City Attorney stated that the city is not at a point of recommending approval of a franchise language.
- ii) Attorney Moran also doesn't recommend award of communication contract without an active franchise.
- iii) Attorney Moran sent email to Jaguar establishing language to address issues that we have had in the past. This language remedies these issues
- iv) He still has not received a complete response from Jaguar. We need some assurances that Jaugar will hold up their end of the bargain. City Attorney recommends that we hold firm on the language provided Jaguar.

13) Adjournment

Motion by Hoehn, seconded by Burt to adjourn the meeting at 9:43pm.

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

Nays: None

Motion carried.



Mayor, Kenneth Reichel

Attest:



Interim City Administrator, Curt Kephart

