

REGULAR MEETING MINUTES
MOOSE LAKE CITY COUNCIL
Wednesday, April 11, 2018, 4:00 pm; City Hall

PRESENT: Mayor; Ted Shaw, City Council Members; Greg Sarvela, Kris Huso, Doug Juntunen, Mike Peterson
OTHERS PRESENT: City Administrator Tim Peterson, Deputy Clerk Katie Bloom, Chief of Police Bryce Bogenholm, Public Works Superintendent Phil Entner, Lois Johnson, residents of Moose Lake Township

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Approval of Agenda
 - Motion to approve the agenda by Councilor Peterson, seconded by Councilor Huso. Vote: Yes-Sarvela, Huso, Peterson, Juntunen. No-0. Motion carried.

2. CONSENT AGENDA

A. Minutes

- 1. March 14, 2018 City Council Regular Meeting Minutes
- 2. April 5, 2018 Local Board of Appeals and Equalization Meeting Minutes
 - Motion to approve the minutes for the Consent Agenda by Councilor Juntunen, seconded by Councilor Peterson. Vote: Yes-Sarvela, Huso, Peterson, Juntunen. No-0. Motion carried.

B. Financial Reports

- 1. City Accounts Payable –April 2018
- 2. City Financial Statements – March 2018
- 3. Liquor Store - Profit & Loss Statement – March 2018
 - Motion to approve the financial reports by Councilor Peterson, seconded by Councilor Juntunen. Vote: Yes-Sarvela, Juntunen, Peterson, Huso. No-0.

3. PUBLIC COMMENT

*This time is reserved comments from the public on matters not listed on the agenda.
Please keep comments to 3 minutes.*

4. DEPARTMENTAL REPORTS

A. Police Chief

- a. Department Report March 11 – April 8, 2018
 - ✓ - Chief Bogenholm informed the Council that most of the month has been spent on the implementation of the Zuercher system.
 - ✓ Chief Bogenholm and the officers are very excited about learning all the new features of the new software.

B. Public Works Superintendent Report

- ✓ Superintendent Entner stated the water department pumped 4.3 million gallons of drinking water. The sewer department collected 10 million gallons of waste water. The sewer department cleaned 6,000 feet of wastewater collection in preparation for the summer months.
- ✓ Superintendent Entner mentioned that the public works department had a couple equipment break downs, but everything is back in operation.

C. Technology / Library Report

- ✓ Steve Devine-Jelinski stated the new firewall will be installed April 18, 2018. Live Barn was installed at the arena. Passwords have been installed for the Wi-fi at City Hall as well as the Senior Dining Room. The intersection cameras were fixed April 10, 2018. Cameras will be installed at the Municipal Liquor Store in May 3, 2018.
- ✓ Devine-Jelinski requested to attend the Association of Small Rural Libraries Conference in Illinois
 - Motion to approve conference attendance by Councilor Peterson, seconded by Juntunen. Vote: Yes-Juntunen, Huso, Peterson, Sarvela. No-Shaw. Motion carried.

D. City Engineer

- ✓ Administrator Peterson introduced Matt Bolf from SEH as the City's new engineer.
- ✓ Matt Bolf explained that he will be having monthly staff meetings with department heads and attend council meetings when needed.

E. Chamber of Commerce Updates.

- ✓ Tia Grutkoski stated Ice Bochee in February was a great success. \$1,200 was donated to area post-prom organizations.
- ✓ The business expo will be April 21, 2018 and is expanding each year.
- ✓ The Chamber is currently looking for themes for the 4th of July Celebration.
- ✓ The Area Business Leaders Meeting was held April 10, 2018 and greater attendance is expected in the future.
- ✓ The Moose Run is coming up on Saturday, May 5, 2018.

5. **PREVIOUSLY DISCUSSED BUSINESS**

A. Resolution 18.04.01 Election Initiative for November 6, 2018 Election

- ✓ Administrator Peterson explained the question requires a resolution per the Carlton County Auditor's Office.
 - Motion to approve Resolution 18.04.01 by Councilor Huso, seconded by Councilor Sarvela. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.

6. **NEW BUSINESS**

A. Mercy Hospital Annual Report

- ✓ John Lund explained the Mercy Hospital Annual Report.
- ✓ Councilor Juntunen asked if Mercy sees discontinuing the levy in the near future.
- ✓ John Lund stated the Mercy Foundation will be looking at that in September when they start budgeting for the next fiscal year.

B. Gas Franchise Fee

- ✓ Administrator Peterson explained that the City is 70% tax exempt and this fee would assist in the road and utility issues happening in the City. The purpose of this fee would be to collect a fee on all natural gas users within the City.
- ✓ Administrator Peterson suggested setting up meetings with the big users such as MSOP, DOC, and Moose Lake Area Schools to give them time to argue or budget for these changes.
- ✓ Councilor Peterson expressed he was in favor of exploring the franchise fee to collect from all users in order to assist with road and utility projects in the future.
 - Consensus given to move forward with exploring the gas franchise fee.

C. Lift Station Cleaning Estimate

- ✓ Administrator Peterson explained this was included in the budget to do twice during 2018.
- ✓ Superintendent Entner stated 3 other companies were contacted and this was the only company that responded.
 - Motion to approve Great Lakes Piping estimate of \$4,600.00 to clean the lift stations by Councilor Huso, seconded by Councilor Peterson. Vote: Yes-Juntunen, Sarvela, Huso, Peterson. No-0. Motion carried.

- D. Resolution 18.04.02 – Declaring Surplus Property
 - ✓ Administrator Peterson explained Superintendent Entner is interested in selling the 1966 Cat12 Grader. The grader will be sold through the Cat dealership.
 - Motion to approve Resolution 18.04.02 by Councilor Peterson, seconded by Councilor Sarvela. Vote: Yes-Sarvela, Huso, Juntunen, Peterson. No-0. Motion carried.
- E. Resolution 18.04.03 – Declaring Surplus Property
 - ✓ Administrator Peterson explained this is for the 1976 Ford F750 Grain Truck that currently is not being used. The truck will be sold at Lots 4 Bid.
 - Motion to approve Resolution 18.04.03 by Councilor Huso, seconded by Councilor Juntunen. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.
- F. Sewer Cleaning Hose Estimate
 - ✓ Administrator Peterson explained that the public works department is building a jetter. The only part that is needed for the jetter to be completed is the hose.
 - Motion to approve the sewer cleaning hose estimate by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.
- G. 4th and Birch Manhole Repair Estimates
 - ✓ Administrator Peterson explained these manholes sunk in to the earth.
 - Motion to accept Gobel's estimate by Councilor Huso, seconded by Councilor Juntunen. Vote: Yes-Sarvela, Huso, Juntunen, Peterson. No-0. Motion carried.
- H. Arbor Day in Moose Lake
 - ✓ Administrator Peterson explained Arbor Day will be April 27, 2018.
 - Motion to accept Arbor Day by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.
- I. House File 3830 – LGA Decrease for City's with Sales Tax
 - ✓ Administrator Peterson explained that he has sent many correspondences to Representative Sundeen regarding this subject as well as many other City Administrators from other affected cities.
- J. Police Chief Contract

The City Council of the City of Moose Lake will meet in closed session pursuant to MN Statutes section 13D.05 subd. 3(a) to discuss the Police Chief performance evaluations. The meeting will take place in the Council Chambers of the Community Center at 313 Elm Ave.

Following the closed session, the council will re-convene in open session pursuant to the posted agenda for that date and time and during such open session summarize its conclusion and make any motions.

- Motion to go into a closed session at 5:17 p.m. pursuant to MN Statute section 13D.05 subd. 3(a) by Councilor Juntunen, seconded by Sarvela. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.
 - Motion to reopen the regular city council meeting at 5:36 p.m. by Councilor Peterson, seconded by Counselor Juntunen. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0.
 - Motion to accept Chief Bogenholm's 2018-2019 contract by Councilor Huso, seconded by Councilor Peterson. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0.
 - Motion to recess the regular city council meeting at 5:38 p.m. until 6:00 pm by Councilor Juntunen, seconded by Councilor Huso. Vote: Yes-Sarvela, Juntunen, Peterson, Huso. No-0. Motion carried.
 - Motion to open the regular city council meeting at 6:00 p.m. by Councilor Juntunen, seconded by Councilor Peterson
- K. Consolidation Tax Study Public Hearing – April 11, 2018 at 6:00 pm
 - a. Open Public Hearing
 - Motion to open the public hearing by Councilor Peterson, seconded by Councilor Huso. Vote: Yes-Sarvela, Huso, Peterson, Juntunen. No-0. Motion carried.
 - b. Presentation of Study
 - ✓ Tammy Omdal from Northland Securities presented an overview report on property tax implications of an annexation of Moose Lake Township.
 - c. Public Comment

- ✓ Steve Aldrin, Robert Moffett, Doug Nelson, Kent Grahamer, Walter Lauer, Amanda Brown, Michelle Lee, Dave Dejerski, Jeff Dodson, and Mark Lund spoke in opposition of annexation of Moose Lake Township into the City of Moose Lake.
- ✓ Mike Corey stated that he is representing Moose Lake Township. Mr. Corey mentioned Moose Lake Township is interested in coming to an agreement on orderly annexation.
- d. Close Public Hearing
 - Motion to close the public hearing by Councilor Juntunen, seconded by Councilor Huso. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.

7. REPORTS AND CORRESPONDENCE

8. COMMITTEE AND BOARD MEETING MINUTES

- A. Moose Lake Water and Light Meeting Minutes – February 28, 2018
- B. Economic Development Authority Meeting Minutes – March 14, 2018
- C. Fire District Run Report – March 2018

9. ANNOUNCEMENTS

Regular Moose Lake City Council Meeting, Wednesday, May 9, 2018 - 4:00 p.m. Moose Lake City Council/Town Board Chambers.

Moose Lake Economic Development Authority, Wednesday, May 9, 2018 – 12:00 p.m. City Conference Room

Moose Lake Water and Light Commission, Regular Meeting– Wednesday, April 17, 2018 – 3:00 P.M. Water and Light Office.

Moose Lake Housing and Redevelopment Authority Board – May 14, 2018, – 11:00 A.M. Hillside Manor Office.

Moose Lake Area Fire District – Tuesday, May 8, 2018 - 6:30 p.m. – Emergency Response Center.

Moose Lake Park Board Meeting – Monday, May 7, 2018 - 6:30 p.m. City Council/Town Board Chamber

Library Board Meeting – May 14, 2018 – 1:45 pm. City Conference Room.

Moose Lake Technology Committee- Thursday, May 3, 2018- 9:00 AM; City Conference room.

10. ADJOURNMENT

- Motion to close the regular City Council Meeting by Councilor Huso, seconded by Councilor Peterson. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.