

**REGULAR MEETING MINUTES  
MOOSE LAKE CITY COUNCIL  
Wednesday, May 9, 2018, 4:00 pm; City Hall**

**1. CALL TO ORDER**

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

**2. CONSENT AGENDA**

- A. **Minutes**
  - 1. April 11, 2018 City Council Regular Meeting Minutes
    - Motion to approve the April City Council Meeting Minutes by Councilor Sarvela, seconded by Councilor Juntunen. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.
- B. **Financial Reports**
  - 1. City Accounts Payable –May 2018
  - 2. City Financial Statements – April 2018
  - 3. Liquor Store - Profit & Loss Statement – April 2018
    - Motion to approve the financial reports by Councilor Huso, seconded by Councilor Peterson. Vote: Yes-Sarvela, Juntunen, Huso, Peterson. No-0. Motion carried.

**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 April 10 – May 6, 2018
    - ✓ Chief Bogenholm explained that the new record retention system is going well.
    - ✓ Chief Bogenholm mentioned he attended a Chief of Police conference where he had many great discussions with area Police Chiefs.
    - ✓ Chief Bogenholm said he assisted with an ATV class at the Depot.
    - ✓ Chief Bogenholm explained that a vest was donated to the police department by the Moose Lake Area Kiwanis club.
- B. Public Works Superintendent Report
  - ✓ Superintendent Entner explained that the public works department finished cleaning all the sanitary sewer, which was over 17,000 feet this year.
  - ✓ Superintendent Entner explained there were two water main breaks this month and the hydrants were recently flushed.
  - ✓ Superintendent Entner stated the City pumped 5.2 million gallons of drinking water, while the sewer department collected 14.6 million gallons of waste water.
  - ✓ Superintendent Entner notified the Council the new truck was delivered this month.
  - ✓ Superintendent Entner mentioned the MPCA called to take a tour of the waste water ponds.
  - ✓ Administrator Peterson mentioned that Superintendent Entner was nominated for Wastewater Operator of the Year by the MPCA.
- C. Technology / Library Report

- ✓ Administrator Peterson explained that the new firewall was installed last month. He mentioned that with this new firewall, we can have a faster internet.
- ✓ Administrator Peterson asked the Council how they would like him to proceed with negotiations to get a higher speed internet.
- ✓ Consensus given to postpone negotiations on higher speed internet until a joint meeting can be held.

**D. City Engineer**

**a. Monthly Meeting Minutes May 1, 2018**

- ✓ Administrator Peterson explained the engineers discussed getting together different maps, introducing new policies and procedures, as well as the future well project.
- ✓ Administrator Peterson mentioned that while the engineers are looking at the water well project, they will be looking at the capacity of the waste water ponds to see if we need to expand on those. While they are looking at that, they will also be looking at the inside of the water tower to determine if it has begun to rust.

**E. Chamber of Commerce Updates.**

- ✓ Tia Grutkoski explained that both Northwoods Credit Union and Thrifty White had grand openings. The Chamber is very excited about both of these new businesses.
- ✓ Tia explained that the business expo had 55 different businesses represented at the recent business expo held at the arena.
- ✓ The Chamber decided on a theme for the 4<sup>th</sup> of July: "History Remembered".
- ✓ Watercross is set to be held June 2 and 3.
- ✓ The Chamber golf event is moved to August 10.

**5. PREVIOUSLY DISCUSSED BUSINESS**

**A. Gas Franchise Fee**

- ✓ Administrator Peterson explained he will be talking with the school, hospital, and prison during the coming month to give them advance notice.

**B. New Public Works Truck**

- ✓ Superintendent Entner explained the new truck was delivered April 25, with all the accessories being installed in the coming week.

**6. NEW BUSINESS**

**A. Emerald Ash Bore Treatment Grant**

- ✓ Administrator Peterson explained the City applied for a grant to treat Emerald Ash Bore trees.

**B. Image Design Banners for Street Lights**

- ✓ Administrator Peterson presented the design for the new banners that will go on all the poles.

**C. DMV Driver Testing**

- ✓ Administrator Peterson explained that the exam portion of the driver's testing has moved from Sandstone to Moose Lake, which has brought a lot more business to Moose Lake.

**D. 2017 Annual Financial Audit Update**

- ✓ Administrator Peterson explained that our 2017 audit was completed during the last month and an audit presentation will be set up for either June or July.

**E. EFT Transaction Designee**

- ✓ Administrator Peterson explained that the State of Minnesota requires each city to appoint a person/people perform EFT transactions.
  - Motion to approve Katie Bloom and Tim Peterson as EFT Transaction Designee by Councilor Huso, seconded by Councilor Juntunen. Vote: Yes-Juntunen, Huso, Peterson, Sarvela. No - 0.

**F. Friends of Animals Contract**

- ✓ Administrator Peterson explained that the fees to contract with Friends of Animals have risen quite high and the contract has also changed quite a bit.
- ✓ Administrator Peterson mentioned that he received the quote from Animal Allies, which is quite a bit cheaper. We also have the option of not having a kennel option.
  - Motion to opt out of the Friends of Animals contract and leave it up to our police department to purchase necessary equipment made by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes - Sarvela, Juntunen, Peterson, Huso. No - 0.

**G. Fiber Line to Campground – Moose Lake Power Estimate**

- ✓ Administrator Peterson explained extending the fiber would allow the campground to be on the same phone system as us as well as charge for internet.
  - Motion to approve the estimate to extend fiber line to the campground by Councilor Huso, seconded by Councilor Peterson. Vote: Yes - Sarvela, Huso, Juntunen, Peterson. No - 0.

**H. Paving Earl Ellens Estimate**

- ✓ Administrator Peterson gave 3 options to pave Earl Ellens Drive. He requested we go with option three, which would be paving the entire road instead of patching.
- ✓ Councilor Peterson requested that the trail be looked at in order to make it a better biking trail for the public.
  - Motion to get estimates to pave the full Earl Ellens Drive by Councilor Juntunen, seconded by Councilor Huso. Vote: Yes - Juntunen, Huso, Sarvela, Peterson. No - 0.

**I. 3<sup>rd</sup> and Kenwood Change Order No. 1**

- ✓ Administrator Peterson presented the change order in the amount of \$20,045.06.
  - Motion to approve the change order of \$20,045.06 by Councilor Juntunen, seconded by Councilor Peterson. Vote: Yes - Peterson, Huso, Juntunen, Sarvela. No - 0.

**J. 3<sup>rd</sup> and Kenwood Closeout**

- ✓ Administrator Peterson explained that if we wanted Bolton and Menk to come closeout the project, they would bill us. We have an option to ask SEH to assist in closing out the project.

**K. State Highway 73 Closeout**

- ✓ Administrator Peterson explained that the Highway 73 project is similar to 3<sup>rd</sup> and Kenwood. The public will see some activity going on for a while, but it will calm down.

**L. Moose Lake Economic Development Housing Rebate Program**

- ✓ Administrator Peterson presented the housing rebate for new home construction or demolition and rebuilding of that home.
  - Motion to approve the Housing Rebate Program by Councilor Peterson, seconded by Councilor Sarvela. Vote: Yes - Sarvela, Huso, Juntunen, Peterson. No - 0.

**M. Old School Purchaser Request**

- ✓ Administrator Peterson informed the Council that the purchaser of the old school is requesting to have dock access on the lake near, or in, the campground. In return for allowing dock access, they are willing to give the City the tennis courts located near the school.

**N. Potential Dates for Joint Meeting with Moose Lake Town Board**

a. June 20<sup>th</sup> at 5:00 is their board meeting

- ✓ Administrator Peterson explained the Township is requested four potential dates to discuss an orderly annexation agreement.
- ✓ Potential meeting dates will be sent to Town Board.

**7. REPORTS AND CORRESPONDENCE**

**8. COMMITTEE AND BOARD MEETING MINUTES**

- A. Moose Lake Power Special Meeting Minutes – March 12, 2018
- B. Moose Lake Power Regular Meeting Minutes – March 20, 2018
- C. Moose Lake Parks and Rec Meeting Minutes – April 9, 2018
- D. Moose Lake Area Fire District Meeting Minutes – April 10, 2018
- E. Economic Development Authority Meeting Minutes – April 11, 2018

**9. ANNOUNCEMENTS**

**Regular Moose Lake City Council Meeting, Wednesday, June 13, 2018 - 4:00 p.m. Moose Lake City Council/Town Board Chambers.**

**Moose Lake Economic Development Authority, Wednesday, June 13, 2018 – 12:00 p.m. City Conference Room**

**Moose Lake Water and Light Commission, Regular Meeting– Tuesday, May 15, 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, June 12, 2018 - 6:30 p.m. – Emergency Response Center.**

**Moose Lake Park Board Meeting – Monday, June 4, 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- June 7, 2018- 9:00 AM; City Conference room.**

**10. ADJOURNMENT**

- **Motion to adjourn by Councilor Huso, seconded by Councilor Peterson. Vote: Yes – Sarvela, Huso, Juntunen, Peterson. No – 0.**