



# City of Medicine Lake

10609 South Shore Drive • Medicine Lake, Minnesota 55441 • (763) 542-9701 • (763)

January 6, 2020

## City of Medicine Lake Council Minutes

**Present:** Mayor Scott Marks; Councilors Jack Garberg, Ron Tomczik, Chris Heim and Connie Shaffer; Treasurer Craig Kile; City Clerk Nancy Pauly; Fire Chief Rich Halvorsen; Public Works Superintendent Chris Klar.

**Absent:** no one.

**Miscellaneous attendees:** Hennepin County Sheriff Lieutenant Patty Strongitharm.

Mayor Marks called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

### Minutes and Agenda

- **Motion to approve the agenda as presented forwarded by Councilmember Heim and seconded by Councilmember Shaffer. With all in favor, the motion carried.**
- **Motion to approve the December 2, 2019 minutes forwarded by Mayor Marks and seconded by Councilmember Shaffer. With all in favor, the motion carried.**

### Open Forum

- None.

### Hennepin County Sheriff – Lieutenant Strongitharm

- Requested that everyone be cautious on the ice.

### Fire Department Report – Rich Halvorsen

- Reported two calls in the past month. Both were fire related. Ended the year with 29 calls.
- Reported there are two new recruits.

### Public Works Superintendent Report – Chris Klar

- Reported parks are shutdown.
- Councilmember Heim said Kaiser Avenue is really slippery. Mr. Klar said he will take care of it.

### Treasurer’s Report – Craig Kile

- December 3 – 31, 2019:
  - o Receipts in reporting period: \$212,691
  - o Receipts year to date: \$498,709
  - o Disbursements in reporting period: \$20,706
  - o Disbursements year to date: \$356,286
- January 1 – 5, 2020:
  - o Receipts in reporting period: \$0
  - o Disbursements in reporting period: \$5,673
- **Motion to approve the summary spending, receipts and cash balances December 3 through December 31, 2019 forwarded by Councilmember Shaffer and seconded by Councilmember Heim. With all in favor, the motion carried.**

- **Motion to approve the summary spending, receipts and cash balances January 1 through January 5, 2020 forwarded by Councilmember Garberg and seconded by Councilmember Shaffer. With all in favor, the motion carried.**
- Received \$108,391.66 from Met Council for the water infiltration grant. Specific accounting will be addressed at the next City Council meeting.

Officer Reports:

Councilmember Garberg

- Reported the mail carrier puts the newspaper in the driveways and not in the mailbox tubes. This results in littering. It gets caught in snow blowers, etc... He'll contact the StarTribune.

Councilmember Tomczik

- Reported nothing to report.

Councilmember Heim

- Reported we received a check for \$108,391.66 from Met Council for the water infiltration grant.

Councilmember Shaffer

- Reported web site updates are almost done and will include information on the building process.
- Reported she has the joint powers agreement with Plymouth for building permit services.
- Reported on record retention. Building plans need to be retained for only one year post occupancy. Surveys need to be kept indefinitely. Permits and inspections need to be kept permanently for the life of the property. Plymouth will keep originals and Medicine Lake will receive copies. It's unclear who keeps the historical records, Plymouth or Medicine Lake. Metro West Inspections should provide us with all of their records, if they have them.
- **Motion to approve resolution 20-01 a Joint Powers Agreement between the City of Plymouth and the City of Medicine Lake for Building Permit Services forwarded by Mayor Marks and seconded by Councilmember Heim. With all in favor, the motion carried.**
- Reported she is working on collecting the last few rental license fees.
- Reported she is working on updating a copy of the Plymouth rental codes so it can be adopted by the City of Medicine Lake.
- Reported she is working on how we rescind rental licenses.

Mayor Marks

- Reported the surface water management report was reviewed by Met Council and there are a number of items that need to be fixed. Next month we'll need to approve updates to our ordinances to comply with Met Council's surface water management requirements.

New Business

- **Motion to approve 2020 City designations as presented by Nancy Pauly with addition of Webmaster Eric Schmid from Bufflehead Internet Technology forwarded by Councilmember Shaffer and seconded by Councilmember Garberg. With all in favor, the motion carried.**
- 2020 Open Book meeting was set for Monday, April 27<sup>th</sup> 6:00 – 7:30.
- Mr. Klar said a new home was built in the City and Fannie Mae would not let them close on the loan until the sewer easement is registered. Fannie Mae's concern is that the sewer easement will be expanded. Mr. Scheib is looking into it.
- Councilmember Shaffer said Plymouth requires a council vote as to whether to rescind a rental license. She instead wants to allow the councilmember who manages the rental license be able rescind a license.

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**Motion to adjourn forwarded by Councilmember Garberg and seconded by Councilmember Shaffer. With all in favor, the motion carried at 7:04 p.m.**

Respectfully submitted,

Nancy Pauly  
City Clerk

Approved on February 3, 2020