



City of Medicine Lake

10600 South Shore Drive • Medicine Lake, Minnesota 55441 • (763) 542-0701 • (763)

March 2, 2020

City of Medicine Lake Council Minutes

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

Absent: Councilor Jack Garberg.

Miscellaneous attendees: Gary Holter.

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. Mayor Marks; Councilmembers Tomczik, Heim and Shaffer in favor. Councilmember Garberg absent. Motion passed.**
- **Motion to approve the February 3, 2020 minutes forwarded by Councilmember Shaffer and seconded by Councilmember Heim. Mayor Marks; Councilmembers Tomczik, Heim and Shaffer in favor. Councilmember Garberg absent. Motion passed.**

Open Forum

- None.

Fire Department Report – Rich Halvorsen

- Reported three calls the past month.
- Because of the election tomorrow, training is shifting one week. March 10th will be CPR training.

Bassett Creek Watershed Management Commission Report – Clint Carlson (Reported by Gary Holter)

- Reported Plymouth is in the process of buying a street sweeper for the purpose of removing salt from around Medicine Lake. Mr. Holter will check on the cost to have Plymouth sweep the streets in our city.
- Reported there is a member of the community who could use a drone to inspect for invasive species (curly leaf pondweed, etc...) in the fall for Hennepin County. Hennepin County would like an organization involved. Would City of Medicine Lake like to be involved? Mayor Marks would like to explore it.

Public Works Superintendent Report – Chris Klar

- Reported roads will be swept in April.
- Reported road restricts go in place on Friday at 12:01 am.
- Reported the lift station was painted.
- Reported a dock will be placed in the swamp.
- Reported the City of Medicine Lake received a Community Tree Forestry award for the tree planting activity last fall.
- Reported he has been keeping the swale open on Kaiser Avenue.

Treasurer's Report – Craig Kile

- Receipts in reporting period: \$12,565

- Receipts year to date: \$129,651
- Disbursements in reporting period: \$20,160
- Disbursements year to date: \$53,883
- **Motion to approve the summary spending, receipts and cash balances through March 1, 2020 forwarded by Councilmember Shaffer and seconded by Councilmember Heim. Mayor Marks; Councilmembers Tomczik, Heim and Shaffer in favor. Councilmember Garberg absent. Motion passed.**

Officer Reports:

Councilmember Garberg

- No report.

Councilmember Tomczik

- Reported nothing to report.

Councilmember Heim

- Reported he is communicating with Comcast to get internet service at city hall.
- Reported he wants to partner with Councilmember Shaffer on the permit information because it's needed for the quarterly sewer reports.

Councilmember Shaffer

- Reported the building section of the website has been updated.
- Reported she redid the rental application and now it is a license and inspection application. She sent letters to every rental property owner letting them know the ordinance was changed and what the primary changes are. Letters and emails will go out in May and the process will run June through September.
- Reported the building permit process has been completed with Plymouth.
- Reported she spoke with Metro West and they are fine with closing out everything. They sent postcards for all open permits. They are supposed to be getting things together for 161 Peninsula Road to turn it over to us and then we'll turn it over to Plymouth. She is asking Attorney Wynn Curtiss about what recourse we may have to capture some fees.
- Reported the Dropbox is setup and working well for working with Plymouth. There was discussion about using the Dropbox as a document repository for other documents but it was decided not to do so.

Mayor Marks

- Reported Hennepin County Sheriff's Office Engagement Team has asked if we need their services for any upcoming events.
- Reported a resident reached out to him with a complaint about a neighbor smoking outside and the smoke reaching their house. There is nothing the city can do about it.

New Business

- **Motion to approve Resolution 20-03 appointing election judges for the March 3, 2020 Presidential Nomination Primary forwarded by Councilmember Heim and seconded by Councilmember Tomczik. Mayor Marks; Councilmembers Tomczik, Heim and Shaffer in favor. Councilmember Garberg absent. Motion passed.**
- Nancy Pauly reported she provided a certified copy of the 1967 Council Resolution regarding the construction of the sanitary sewer system so that the owner of 229 Peninsula Rd could record the sewer easement on the property.
- Nancy Pauly reported that The Hutton House liquor license renewal is in process and will be ready for consideration at the May City Council meeting.

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- Councilmember Shaffer said in conversations with Brad Scheib and Chris Klar it was agreed that Mr. Klar will be inspecting silt fences for new builds, etc... There is no fee for this in the fee schedule. Work Mr. Klar does for the city in regards to building, grading, etc... , that is not paid as part of public works, will be itemized by Mr. Klar and he will send an invoice to Mr. Kile to bill against escrow.

Motion to adjourn forwarded by Councilmember Tomczik and seconded by Councilmember Shaffer. Mayor Marks; Councilmembers Tomczik, Heim and Shaffer in favor. Councilmember Garberg absent. Motion carried at 6:58 p.m.

Respectfully submitted,

Nancy Pauly
City Clerk

Approved on April 6, 2020