



# City of Medicine Lake

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November 5, 2018

## City of Medicine Lake Council Minutes

**Present:** Acting Mayor Jack Garberg; Councilmembers Ron Tomczik and Chris Heim; Treasurer Craig Kile; City Clerk Nancy Pauly; Public Works Superintendent Chris Klar; Bassett Creek Watershed Commissioner Clint Carlson; City Planner Brad Scheib.

**Absent:** Mayor Scott Marks, Councilmember Stephen Anderson.

**Miscellaneous attendees:** Hennepin County Sheriff Lieutenant Shane Magnuson, Susan Wiese. Claire Watne, Barry Warner, Jesse Swanson.

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 Tomczik. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**
- **Motion to approve the October 1, 2018 minutes forwarded by Councilmember Heim and seconded by Councilmember Tomczik. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**

### Open Forum

- None.

### Hennepin County Sheriff – Lieutenant Magnuson

- Reported there was a series of car break-ins.

### Fire Department Report – Rich Halvorsen (reported by Claire Watne)

- Reported no calls for the past month.
- Reported drill involved a house donation.
- Presented Fire Fighter 1 and 2 certificates to Jesse Swanson.

### Bassett Creek Watershed Management Commission Report – Clint Carlson

- Reported there is a meeting tomorrow on the Jevne Park project.

### Planning Commission Report – Jon Pettengill

- **Motion to appoint Jesse Swanson to the Planning Commission forwarded by Councilmember Tomczik and seconded by Councilmember Heim. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**

### Public Works Superintendent Report – Chris Klar

- Reported one resident reported a sewer smell. J.C. Dillion checked it and it is fine.

Treasurer's Report – Craig Kile

- Receipts in reporting period: \$7,347
- Receipts year to date: \$348,590
- Disbursements in reporting period: \$31,827
- Disbursements year to date: \$594,382
- **Motion to approve the summary spending, receipts and cash balances through November 4, 2018 forwarded by Councilmember Heim and seconded by Councilmember Tomczik. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**

Officer Reports:

Councilmember Garberg

- Reported he's working on the roads.

Councilmember Tomczik

- Requested an update on 161 Peninsula Road. Council provided direction to have a meeting with the homeowner and building inspector. Mr. Scheib will manage the meeting.

Councilmember Heim

- Reported there have been issues with the sewer. A resident had a sewer lateral inspected and discovered that the cutout to the lateral at the mainline sewer was not cut out properly. J.C. Dillion performed a camera inspection on the entire city and resolved the issues that were found with the cutouts. During this process it was discovered that one residence is dumping towels down the sewer and another is dumping oil down the sewer.

Councilmember Anderson

- No report.

Mayor Marks

- No report.

New Business

- Mr. Scheib provided an update on the Ordinance Advisory Committee and presented a summary report on recommendations. The public engagement effort included posting the information online for 3-4 weeks with a survey for feedback. There also was a public meeting on October 3<sup>rd</sup> attended by 13-15 people. It was presented to the Planning Commission at their last meeting and they recommended unanimously that City Council takes action on the recommendations. There are recommendations to the zoning code, including adding a new ordinance for driveways and adoption of an ordinance that establishes a fee structure. Councilmember Garberg said he doesn't have any objections to it and is impressed by the recommendations.
- **Motion to direct staff to proceed with the formal ordinance process based on the recommended ordinance modifications forwarded by Councilmember Tomczik and seconded by Councilmember Heim. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**
- **Motion to approve the design guidelines as policy for use in the variance process forwarded by Councilmember Heim and seconded by Acting Mayor Garberg. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**
- **Motion to authorize staff to proceed with the recommended process related improvements including updating the web site and posting information as appropriate forwarded by Acting**

**Mayor Garberg and seconded by Councilmember Tomczik. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**

- **Motion to provide authorization to submit the comprehensive plan memo to adjacent jurisdictions forwarded by Councilmember Heim and seconded by Councilmember Tomczik. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**
- **Motion to authorize staff to submit the Local Water Management Plan to Basset Creek Water Management Commission and Met Council forwarded by Acting Mayor Garberg and seconded by Councilmember Heim. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**
- **Motion to approve resolution 18-11 RESOLUTION APPOINTING ELECTION JUDGES FOR THE NOVEMBER 6, 2018 GENERAL ELECTIONS forwarded by Acting Mayor Garberg and seconded by Councilmember Heim. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion passed.**
- Set Monday, November 12 at 6:00 as the date to canvas the election results.
- Ms. Pauly reported that Hennepin County would like to offer aerial imagery resources free of charge, including Pictometry and Sanborn Maps. Councilmember Garberg said he and Fire Chief Halverson would be interested as would Brad Scheib. Councilmember Garberg will follow up.

**Motion to adjourn forwarded by Councilmember Garberg and seconded by Councilmember Heim. Acting Mayor Garberg, Councilmembers Heim and Tomczik in favor. Mayor Marks and Councilmember Anderson absent. Motion carried at 7:46 p.m.**

Respectfully submitted,

Nancy Pauly  
City Clerk

Approved on December 3, 2018