



City of Medicine Lake

February 1, 2021

City of Medicine Lake Council Minutes

Present: Mayor Scott Marks; Councilors Ron Tomczik, Chris Heim, Connie Shaffer and Jo Meyer; Treasurer Craig Kile; City Clerk Nancy Pauly; Fire Chief Rich Halvorsen; Public Works Superintendent Chris Klar; Bassett Creek Watershed Commissioner Clint Carlson.

Absent: no one.

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 Shaffer and seconded by Councilmember Heim. With all in favor, the motion carried.**
- **Motion to approve the January 4, 2021 minutes forwarded by Councilmember Shaffer and seconded by Councilmember Tomczik. With all in favor, the motion carried.**

Open Forum

- None.

Fire Department Report – Rich Halvorsen

- Reported one call for service.
- Reported finished the refurbishing of the fire hall.

Public Works Superintendent Report – Chris Klar

- Mr. Klar displayed a rendering of the proposed pavilion for Jevne Park. Susan Wiese asked whether pervious pavers could be used or if other educational processes could be used. Ms. Wiese also is interested in how the pavilion fits into a larger plan for the park. Ms. Wiese also asked who manages the process to reserve/clean up the pavilion. Mr. Klar said he doesn't see it as a big problem and he will bring forward several ordinances.
- **Motion to approve Resolution 21-05 a resolution accepting a monetary gift of \$1,200 from Anne Sturdivant to benefit the City of Medicine Lake Parks Department forwarded by Mayor Marks and seconded by Councilmember Heim. With all in favor, the motion carried.**

Bassett Creek Watershed Management Commission Report – Clint Carlson

- Reported BCWMC is working with the DNR to provide information on the development of the property near the dam.

Planning Commission Report

- Councilmember Shaffer said the Planning Commission did a training in January.

Treasurer's Report – Craig Kile

- December 7 – 31, 2020:
 - Receipts in reporting period: \$9,334
 - Receipts year to date: \$9,334

- Disbursements in reporting period: \$57,409
- Disbursements year to date: \$57,409
- **Motion to approve the summary spending, receipts and cash balances through January 31, 2021 forwarded by Councilmember Shaffer and seconded by Councilmember Heim. With all in favor, the motion carried.**

Officer Reports:

Councilmember Meyer

- Reported on the 2020 Hennepin County Sheriff's report. City of Medicine Lake had 77 total calls; with the majority of them being for theft, medical, alarm checks, suspicious activity and welfare checks.
- Reported the "General Records Retention Schedule for Minnesota Cities" is being evaluated and will be used to drive informed decisions on records our city retain.

Councilmember Tomczik

- Reported nothing to report.

Councilmember Heim

- Presented the Capital Improvement Plan. Financing will be discussed next month. Councilmember Shaffer will assist with getting the document posted to the city website.

Councilmember Shaffer

- Reported she will work on the Zoom audio issues.
- Reported there are data request rules. We need to designate that the City Clerk is the designated person for all data practice requests. The requests need to be tracked. She is working with City Attorney Wynn Curtiss.
- Reported she has been asked about vacation rentals by owners. Council recommended focusing on the duration. She will review it with Brad Scheib and Wynn Curtiss.
- Reported she talked with Eric the webmaster about how to post the recorded Zoom meetings on the city website. It would take 30 minutes to download the file, then the file format changed so it could be viewed by all types of devices, and then posted on a YouTube channel. Because of the amount of time it would take, it was decided to not record the meetings. There is no requirement that it be recorded.

Mayor Marks

- Reported he was told that the front closet at city hall was unlocked. It needs to remain locked. We may need to consider changing the lock.

New Business

- Mayor Marks offered to respond to Three Rivers Park District and their request for preliminary feedback on a French Regional Park master plan update.
- Councilmember Meyer offered to follow up on the request from CenterPoint Energy for a franchise ordinance/agreement as the current one expired on January 3, 2020.

Motion to adjourn forwarded by Mayor Marks and seconded by Councilmember Tomczik. With all in favor, the motion carried at 8:44 p.m.

Respectfully submitted,

February 1, 2021

Nancy Pauly
City Clerk

Approved on March 1, 2021