



City of Medicine Lake

April 5, 2021

City of Medicine Lake Council Minutes

Present: Acting Mayor Chris Heim; Councilors Jo Meyer, Connie Shaffer; Treasurer Craig Kile; City Clerk Nancy Pauly; Public Works Superintendent Chris Klar; Planning Commission Jesse Swanson; Bassett Creek Watershed Commissioner Clint Carlson.

Absent: Mayor Scott Marks, Councilmember Ron Tomczik.

Acting Mayor Heim 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 Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**
- **Motion to approve the March 1, 2021 minutes forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**

Open Forum

- None.

Hennepin County Sheriff

- Reported nothing to report.

Fire Department Report – Rich Halvorsen

- Reported the boat is in service.

Bassett Creek Watershed Management Commission Report – Clint Carlson

- Reported five projects are being added to the BCWMC agenda for the next few years. Golden Valley wants a street sweeper like the one Plymouth has.

Planning Commission Report – Jesse Swanson

- Reported he is the new chair of the planning commission.
- Reported they are working on shoreland ordinance.
- Reported they are researching vacation rentals.
- Reported they are updating outdated bylaws.
- Councilmember Shaffer reported that every 2 years we need to reaffirm the commissioners. In January we'll update the city designations with the planning commission members who need to be reaffirmed.

Park Report – Chris Klar

- Reported Jevne Park will be opened this week.
- Reported received donations for the park pavilion.

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Treasurer's Report – Craig Kile

- Receipts in reporting period: \$1,190
- Receipts year to date: \$11,694
- Disbursements in reporting period: \$19,526
- Disbursements year to date: \$94,277
- **Motion to approve the summary spending, receipts and cash balances through March 31, 2021 forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**
- Reported the Office of the State Auditor provided information on who can provide approval for disbursements of city funds.
- **Motion to approve Resolution 21-06 a resolution granting authority to Mayor, Treasurer and City Clerk to expend public funds or make arrangements to do so in the course of city business forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**

Officer Reports:

Councilmember Meyer

- Reported she introduced herself to the Sheriff Department.
- Reported a second speaker was added in City Hall for ZOOM meetings.
- Reported next month she will bring forward the CenterPoint Energy | Medicine Lake Gas Franchise Ordinance, which is in review by Wynn Curtiss.
- Reported she is gathering feedback on records retention.

Councilmember Tomczik

- No report.

Councilmember Heim

- **Motion to approve Resolution 21-07 a resolution approving 2021 Capital Improvement Plan forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**
- **Motion to approve Resolution 21-08 authorizing the City Administrator to file an application with the Minnesota Management and Budget Office for the purpose of a Capital Improvement Project forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**
- **Motion to approve Resolution 21-09 a resolution approving the grant of a license to Christopher Klar to store equipment in the city garage forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**
- **Motion to approve Resolution 21-10 approving the Lift Station Engineering Study for \$5,000 for a deep-dive analysis to determine if our lift station can be updated vs. being replaced forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**
- **Motion to approve Resolution 21-11 approving the Jevne Park Excavation Permit Process for \$6,000 to acquire permits from Bassett Creek & DNR to dig out the Jevne retention pond this summer forwarded by Councilmember Shaffer and seconded by Councilmember Meyer.**

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Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.

- **Motion to approve Resolution 21-12 approving I&I Grant Proposal for \$5,000 to submit all information needed to be eligible for the grant money. Scope is laterals, manholes & relining lift station forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**

Councilmember Shaffer

- Reported the city directory was published and official city email addresses were listed. Everyone on the council must make sure they have access to their city email addresses.
- Reported the most recently passed stimulus bill provides funds for the City of Medicine Lake. It will be about \$100 per capita. The funds will be directed towards water and infrastructure.
- Reported Marge Beard from Three Rivers Park District and Ann Rexine will attend the May city council meeting to discuss Three Rivers master plan to connect Eagle Lake to Bryant Lake.

Mayor Marks

- No report.

New Business

- **Motion to approve resolution 21-13 to approve Joint Powers Agreement between the City of Plymouth and the City of Medicine Lake for the street sweeping services forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion passed.**
- Nancy Pauly reported The Hutton House liquor license is in process.
- Ms. Pauly reported there have been emails and calls from realtors to resident's personal email addresses and phone numbers since the publishing of the Medicine Lake Directory. Councilmember Shaffer will write a message for distribution explaining that this information can't be used for solicitation or marketing.

Motion to adjourn forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim, Councilmembers Shaffer and Meyer in favor. Mayor Marks and Councilmember Tomczik absent. Motion carried at 8:17 p.m.

Respectfully submitted,

Nancy Pauly
City Clerk

Approved on May 3, 2021