



City of Medicine Lake

September 13, 2021

City of Medicine Lake Council Minutes

Present: Mayor Scott Marks (arrived at 6:05); Councilors Chris Heim, Jo Meyer, Connie Shaffer, Ron Tomczik; Treasurer Craig Kile; City Clerk Nancy Pauly; Fire Chief Rich Halvorsen; Public Works Superintendent Chris Klar; Planning Commission Jesse Swanson; Bassett Creek Watershed Commissioner Clint Carlson.

Absent: no one.

Acting Mayor Heim called the meeting to order at 6:01 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 Tomczik. Acting Mayor Heim; Councilmembers Meyer, Shaffer, and Tomczik in favor. Mayor Marks absent. Motion passed.**
- **Motion to approve the August 2, 2021 minutes forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Acting Mayor Heim; Councilmembers Meyer, Shaffer, and Tomczik in favor. Mayor Marks absent. Motion passed.**
- **Motion to approve the August 31, 2021 Special City Council minutes forwarded by Councilmember Shaffer and seconded by Councilmember Tomczik. Acting Mayor Heim; Councilmembers Meyer, Shaffer, and Tomczik in favor. Mayor Marks absent. Motion passed.**

Open Forum

- None.

Playground Equipment – Kirstin Nielsen

- Reported the target cost for the playground equipment, etc... is \$150K.
- Reported the playground industry expects 25 years of life for equipment. Annual inspections are a good idea but not required. Some occasional maintenance is needed.
- Reported once they have a budget, an RFP would be initiated, hopefully in early winter. Installation would be next summer.
- Council discussed how to fund the project. No decisions were made.

Fire Department Report – Rich Halvorsen

- Reported four calls in the past month.

Bassett Creek Watershed Management Commission Report – Clint Carlson

- Reported there is nothing currently being discussed that affects Medicine Lake.

Planning Commission Report – Jesse Swanson

- Presented a report on the impact of short-term rentals.
- Reported they are finalizing the shoreland ordinance.

Parks and Public Works Superintendent Report – Chris Klar

- Reported electricians will hard wire the boards in the park.
- Reported Plymouth will sweep the streets next week.

Treasurer’s Report – Craig Kile

- Receipts in reporting period: \$20,628
- Receipts year to date: \$358,124
- Disbursements in reporting period: \$25,156
- Disbursements year to date: \$318,983
- **Motion to approve Gary Englert as Deputy Treasure, Therese Polum as City Clerk, and Nancy Pauly as Deputy Clerk effective September 15, 2021 forwarded by Councilmember Shaffer and seconded by Mayor Marks. With all in favor, the motion carried.**
- **Motion to approve Resolution 21-26 a RESOLUTION GRANTING AUTHORITY TO MAYOR, CITY CLERK, TREASURER, AND DEPUTY TREASURER TO ADMINISTER FINANCIAL TRANSACTIONS OR MAKE ARRANGEMENTS TO DO SO WITH FINANCIAL INSTITUTIONS IN THE COURSE OF CITY BUSINESS amended to include the address of the city forwarded by Councilmember Shaffer and seconded by Mayor Marks With all in favor, the motion carried.**
- **Motion to approve the summary spending, receipts and cash balances through August 31, 2021 forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. With all in favor, the motion carried.**
- **Motion to approve the proposed budget in the amount of \$640,554 for 2022 forwarded by Councilmember Shaffer and seconded by Mayor Marks. With all in favor, the motion carried.**
- **Motion to approve Resolution 21-27 a Resolution adopting preliminary levy for taxes payable in 2022 forwarded by Mayor Marks and seconded by Councilmember Shaffer. With all in favor, the motion carried.**

Officer Reports:

Councilmember Meyer

- Presented a report of her updates.

Councilmember Tomczik

- Reported nothing additional to report.

Councilmember Heim

- **Motion to approve Resolution 21-23 ACCEPTING A PERMANENT UTILITY EASEMENT AND TEMPORARY CONSTRUCTION EASEMENT FOR IMPROVEMENTS TO THE CITY LIFT STATION forwarded by Councilmember Heim and seconded by Councilmember Shaffer. With all in favor, the motion carried.**
- Councilmember Meyer said she received clarification that the intent to reimburse resolution should be interpreted that impending bond issuance costs, and easement expenditure, qualify as “preliminary expenditures” which can be reimbursed by the sale of future bonds under the Capital Improvement Program.
- **Motion to approve Resolution 21-24 DECLARING THE OFFICIAL INTENT OF CITY OF MEDICINE LAKE TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY forwarded by Councilmember Marks and seconded by Councilmember Shaffer. With all in favor, the motion carried.**
- **Motion to approve Resolution 21-25 A RESOLUTION INITIATING THE PROCESS FOR THE SALE OF GENERAL OBLIGATION DISPOSAL SYSTEM BONDS, SERIES 2021A**

forwarded by Councilmember Heim and seconded by Councilmember Shaffer. With all in favor, the motion carried.

- Dave Hutton presented bids for the lift station construction.
- **Motion to award the lift station project to Minger Construction Co. Inc in the amount of \$547,500 forwarded by Councilmember Shaffer and seconded by Councilmember Heim. With all in favor, the motion carried.**
- Dave Hutton presented information about having the City of Plymouth manage our water system. Councilmember Heim said a custom packet will be provided to each homeowner for optional water hookup.

Councilmember Shaffer

- Reported she has been working with Planning Commission on short-term rentals.

Mayor Marks

- Reported nothing additional to report.

New Business

- Clerk Pauly reported the U.S. Census reported that we had 337 people as of April 1, 2020. We had 371 people in 2010. Mayor Marks will look into the process for disputing the numbers.
- **Motion that the City of Medicine Lake does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 forwarded by Councilmember Shaffer and seconded by Councilmember Tomczik. With all in favor, the motion carried.**
- Clerk Pauly requested that a new filing clerk be named. This will happen after the office is reorganized.
- Clerk Pauly requested that an additional deputy clerk be named as a backup to the election clerk. Mayor Marks will look into it.
- **Motion to approve Flare to continue maintaining heating and cooling at a cost of \$266 per year forwarded by Councilmember Tomczik and seconded by Councilmember Shaffer. With all in favor, the motion carried.**
- Mr. Klar reported the State of Minnesota tested the water at city hall and it's fine.

Motion to adjourn forwarded by Mayor Marks and seconded by Councilmember Shaffer. With all in favor, the motion carried at 9:44 p.m.

Respectfully submitted,

Therese Polum
City Clerk

Approved on October 4, 2021