



City of Medicine Lake

January 3, 2022

City of Medicine Lake Council Minutes

Present: Mayor Scott Marks; Councilors Jo Meyer, Connie Shaffer, Chris Heim, Ron Tomczik; Treasurer Gary Englert, Deputy Treasurer Craig Kile; City Clerk Therese Polum; Fire Chief Rich Halvorsen via Zoom; Public Works Superintendent Chris Klar; Bassett Creek Watershed Commissioner Clint Carlson. Planning Commissioner Jesse Swanson.

Council Absent: None

Miscellaneous attendees: Hennepin County Sheriff Lieutenant Dan Koski, Susan Wiese.

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 Mayor Marks and seconded by Councilmember Meyer. Councilmembers Mayor Marks, Meyer, Shaffer, Tomczik, and Heim in favor. Motion passed.**
- **Motion to approve the December 6, 2021 minutes forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Councilmembers Mayor Marks, Meyer, Shaffer, Tomczik and Heim in favor. Motion passed.**

Open Forum

- None.

Hennepin County Sheriff – Lieutenant Koski

- Reported no concerns
- Discussed parking on street

Fire Department Report – Rich Halvorsen

- Reported 5 calls in the past month.
- Reported 23 total calls for the year 2021.
- Reported 1500 volunteer hours of service provided by the Fire Department.

Public Works Superintendent Report – Chris Klar

- Reported parks are closed for the season.
- Reported roads will have some weather/snow cover as a result of the City's goal of zero road chemical use.

Bassett Creek Watershed Management Commission Report – Clint Carlson

- Reported on activities.
- In favor of requesting an analysis of alternative practices from the BCWMC Jevne Park CIP funds.

Planning Commission Report – Jesse Swanson

- Reported on Short Term Rental questioner in development.
- Reported on two variance updates.
- Reported on Shoreline ordinance progress.

Treasurer's Report – Gary Englert

- Receipts in reporting period: \$245,553
- Receipts year to date: \$622,674
- Disbursements in reporting period: \$44,880
- Disbursements year to date: \$573,771
- Reported update on audit firms. Audit is not required for cities our size however it may help with bond rating.
- Reported update on bond debt schedule.
- Reported he along with the City Clerk met with David Drown associates regarding follow-up on GO Waste Disposal Bonds Series 2021A.
- **Motion to approve the summary spending, receipts and cash balances through December 31, 2021 forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Shaffer, Meyer, Tomczik and Heim in favor. Motion carried.**
- **Motion to approve RESOLUTION 22-01 a resolution accepting a monetary gift of \$2,500 from Ferenci Family Donor Fund to benefit the City of Medicine Lake Parks Department for playground funds in honor of Syllas T Ferenci forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Shaffer, Meyer, Tomczik and Heim in favor. Motion carried.**

Officer Reports:

Councilmember Heim

- Reported request for special session in January and in February.

Councilmember Meyer

- Reported on technology update including ADA plug-in is live.
- **Motion to approve RESOLUTION 22-02 a resolution adopting the data practices policy: records retention schedule forwarded by Councilmember Meyer and seconded by Councilmember Shaffer. Mayor Marks, Councilmembers Shaffer, Meyer, Tomczik and Heim in favor. Motion carried.**
- Reported on shredder update.

Councilmember Tomczik

- **Motion to approve RESOLUTION 22-03 a resolution to approve the 2022-2025 residential waste reduction and recycling grant agreement with Hennepin County forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Shaffer, Meyer, Tomczik and Heim in favor. Motion carried.**

Councilmember Shaffer

- Reported discussion with LMC and Attorney Wynn Curtiss regarding council member attendance at CIP Construction project meetings. When a meeting is being led by an engineering firm (in our case SEH) or a construction firm or subconsultant and is an open meeting all city council members may attend the meeting as residents. However, council members may not ask public questions or conduct any city business or have conversations among themselves; council members may not discuss, decide, or receive information about official city business.

Mayor Marks

- Reported on the LMC notice of state-subdivision opioid settlement agreement.

New Business

- **2022 City Designations forwarded by Councilmember Shaffer and seconded by Councilmember Tomczik. Mayor Marks, Councilmembers Shaffer, Meyer, Tomczik and Heim in favor. Motion carried.**
- 2022 City Council member duty assignments updated.
- **Motion to approve ORDINANCE N0. 134 an ordinance adopting a schedule for the collection of land use related fees for 2022 forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Shaffer, Meyer, Tomczik and Heim in favor. Motion carried.**
- 2022 FOCUS Engineering hour rate schedule presented.

Motion to adjourn forwarded by Mayor Marks seconded by Councilmember Meyer. Mayor Marks, Councilmembers Shaffer, Meyer, Tomczik, and Heim in favor. Motion carried at 7:47 p.m.

Respectfully submitted,

Therese Polum
City Clerk

Approved on February 7, 2022