



City of Medicine Lake

July 11, 2022

City of Medicine Lake Council Minutes

Present: Mayor Scott Marks; Councilors Jo Meyer, Chris Heim, Ron Tomczik, Connie Shaffer; Treasurer Gary Englert, City Clerk Therese Polum; Public Works Superintendent Chris Klar, BCWMC Commissioner Clint Carlson, Fire Chief Rich Halvorson

Council and Staff Absent: Planning Commissioner Jesse Swanson

Other attendees: Susan Wiese, Shaun Kennedy, Jeff Pomerence, Dave Hutton with SEH Consulting

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 with the revision that Chris Heim will be presenting for Brad Scheib forwarded by Councilmember Meyer and seconded by Councilmember Shaffer. Councilmembers Mayor Marks, Meyer, Tomczik, Shaffer and Heim in favor. Motion passed.**
- **Motion to approve the June 6, 2022 city council minutes forwarded by Councilmember Meyer and seconded by Councilmember Shaffer. Councilmembers Mayor Marks, Meyer, Tomczik, Shaffer and Heim in favor. Motion passed.**

Open Forum

- No report

Hennepin County Sheriff – Lieutenant Koski absent

- Absent, no report

1340 South Shore Drive

- Councilor Heim presented on potential donation of 1340 South Shore Drive to the City of Medicine Lake as designated green space
- Reported on property background, zoning, access, sewer and water, environmental due diligence process, liability, and redevelopment
- Reported on potential next steps
- Discussion pursued

Motion to approve spending on Phase I Environmental Site Assessment for 1340 South Shore Drive forwarded by Councilmember Mayor Marks and seconded by Councilmember Meyer. Councilmembers Mayor Marks, Meyer, Tomczik, Shaffer and Heim in favor. Motion passed.

Fire Department Report – Rich Halvorsen

- Reported 3 calls
- Reported Hamel Rodeo support

Public Works Superintendent Report – Chris Klar

- Reported update on the lift station progress
- Reported lift station is on schedule
- Reported no service interruptions are expected
- Councilmember Shaffer discussed the use of the Federal Funds, American Recovery Plan Act. Treasurer Englert confirmed these funds will be spend on public works projects prior to the deadline
- Reported on National Night Out (NNO) plans
- Reported on pavilion progress
 - Volunteers are secured to building the pavilion, with a fall build date

Bassett Creek Watershed Management Commission Report – Clint Carlson, Shaun Kennedy, and Susan Wiese

- Reported on the BCWMC regular monthly meeting and additional meeting regarding long range planning
- Reported a survey will be marketed during NNO with a QR code regarding shoreland restoration; hoping for a high percentage of participation

Planning Commission Report – Jesse Swanson and Shaun Kennedy

- Absent, no report

Treasurer’s Report – Gary Englert

- Receipts in reporting period: \$217,302
- Receipts year to date: \$269,766
- Disbursements in reporting period: \$59,987
- Disbursements year to date: \$310,641
- Capital Project Reserve Balance: \$1,259,746
- Debt Service Reserve Balance: \$26,021
- Reported received property tax 1st half advance payment (\$200,000) and ARPA additional funding (\$1,980)
- Reported building permit activity of five separate properties
- Reported City Hall expenditures driven by wi-fi/communications equipment and installation
- Reported advisory/engineering fees, excluding lift station and road project, mainly related to general services, shoreland ordinance, LWMP plan implementation
- Reported parks expenditures related to concrete pad and memorial garden planting
- Reported lift station invoice will be paid in July
- Reported first GO Bond interest payment debt service will be paid in July

Motion to approve the summary spending, receipts and cash balances through June 30th, 2022 forwarded by Councilmember Mayor Marks and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Meyer, Tomczik, Shaffer and Heim in favor. Motion carried.

Officer Reports:

Councilmember Heim and Dave Hutton with SEH Consulting

- Reported update on the lift station progress
- Reported update on Street and Utility project
- Reported given the failure of the legislature to hold a special session and therefore a bonding bill was not passed this session, Council must act on the bids

- Reported given the uncertainty of the funding, SEH recommends the City Council reject all bids and rebid the project at some point in the future when all the financing is identified and secured
- Reported in the future there is potential to break the project up into smaller projects
- Discussion pursued
- Reported bid bonds will be returned to all bidding contractors

Motion to reject all bids received on March 30, 2022 for City of Medicine Lake 2022 Street and Utility Improvements Projects forwarded by Councilmember Meyer and seconded by Councilmember Shaffer. Mayor Marks, Councilmembers Meyer, Tomczik, Shaffer and Heim in favor. Motion carried.

Councilmember Meyer

- Reported on technology update
- Reported on Nation Night Out

Councilmember Tomczik

- Reported on CenturyLink wiring located on outside of City Hall building
- Reported on trash service contract update
- Discussion pursued

Councilmember Shaffer

- Reported on website technology troubleshooting
- Reported that STR public hearing is anticipated for August

Mayor Marks

- No report

New Business

Motion to approve Resolution 22-19 a Resolution appointing election Judges for the August 9, 2022 Primary forwarded by Councilmember Mayor Marks and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Meyer, Tomczik, Shaffer and Heim in favor. Motion carried.

Motion to adjourn forwarded by Mayor Marks and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Meyer, Tomczik, Shaffer and Heim in favor. Motion carried at 7:30 p.m.

Respectfully submitted,

Therese Polum
City Clerk

Approved on: August 1, 2022