



City of Medicine Lake

November 7, 2022

City of Medicine Lake Council Minutes

Present: Mayor Scott Marks; Councilors Jo Meyer, Ron Tomczik, Connie Shaffer, Chris Heim; Treasurer Gary Englert, City Clerk Therese Polum, BCWMC Commissioner Clint Carlson, Planning Commissioner Jesse Swanson, Fire Chief Rich Halvorson, Public Works Superintendent Chris Klar
Council and Staff Absent: none

Other attendees: Three Rivers Park District Commissioner District 1 Marge Beard, along with Ann Rexine and Luke Skinner; Susan Wiese, Les Young, Mary Anne Young,

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 forwarded by Councilmember Meyer and seconded by Councilmember Shaffer. Councilmembers Mayor Marks, Meyer, Tomczik, Heim, Shaffer in favor. Motion passed.**
- **Motion to approve the October 3, 2022 city council minutes forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Councilmembers Mayor Marks, Meyer, Tomczik, Heim, Shaffer in favor. Motion passed.**

Open Forum

- None

Hennepin County Sheriff –Sergeant Nelson

- Absent

Three Rivers Park District:

Commissioner Marge Beard introduced herself and the representatives present. Ann Rexine introduced herself, she is the planner/project manager for the French Park Master Plan and Luke Skinner introduced himself.

Commissioner Beard provided a brief overview of the Master Plan, the process and next steps. She described this as a planning document that will be competing with all the other Three River Parks for future park funds. A planning document is required by Met Council approximately every 20 years for each Three Rivers Park (TRP). This document is similar to a city CIP plan in that it is a plan of items to carry forward as funds become available.

Ann Rexine provided a brief overview of the plan and presented the highlights of the plan:

- Master plan started March 2020 (had to take a covid break)
- Working on this project for the past two years
- Have met with many stakeholders over the past two years

- Understands that French park is a treasured resource
- Project has had several iterations and several open comment periods

The Three Rivers team opened the room to questions.

The following are the questions/topics and answers discussed in approximate order:

- Funds: enhancements and funds compete with other projects through TRP capital improvement plan. Master plan is ‘what changes might be approved’ next step is funding, typically these projects are long range planning projects.
- Funds: what are the chances of this plan to receive funding? Some of this master plan will happen in five years, however it is a long-range plan as CIP funds become available.
- Funds: is new tax set aside for these master plans? In general, the answer is no. Taxes are not specifically for this master plan but are in-general for TRP. Last year TRP taxes went up \$4.00 for an average home.
- Funds: this is similar to a state bonding as many master plans are competing for the same funds.
- Funds: TRP has their own bonding authority (roughly 8.5M).
- Funds: Every year TRP goes through their CIP process to allocate funds.
- Funds: 3:1 ratio on outside contributing dollars
- TRP also has an O&M budget outside of the CIP funds (combined total budget for all budgets a year is approximately 70M and general fund budget is 38M)
- Priority is on maintaining existing prior to expanding
- Beach use: plan includes minor beach modifications including short term parking. Current parking limits beach use. Shade additions and seating are included to encourage beach use.
- Beach use: comment that finding a beach that was open this past summer was a struggle (due to many beach closures for various reasons). Request to please provide clear signage/notice at entrance to French or at least at playground area before people have to walk the long walk to beach to find out it is closed.
- ADA improvements: update trail signage, proposed non-reservable shelters to be ADA compliant
- Public Safety: public safety is always a top priority and TRP relies on partnerships. Surveillance is typically not utilized, park police are present however are a small unit, park police are on a rotational basis through all the parks.
- Try It Learn It program: new model for three rivers, goal was to use French to introduce public to new recreational activities, this is and continues to be a pilot program.
- Indigenous people: park has a goal to build on this topic.

Continued discussion/questions on items related to French Park and outside scope of the Master Plan:

- Constituents most often ask the City Council questions regarding lake access.
- Has a cost/benefit been completed for dredging the boat launch? If yes please share with the council.
- TRP stated they believe if dredging was completed it would be a short-lived solution as the sand bar would fill in quickly.
- TRP questions who has this responsibility of the sand bar located in the lake right outside of the boat launch.
- TRP does manage the boat launch.
- City would like to see a study on the boat launch, particularly with regards to potential dredging.
- Boat parking slots are typically filled on weekends, sometimes also on weekdays, thus improving the boat launch sand bar area is a benefit for the greater population.

- Medicine Lake is a heavily used recreation lake and the City of Medicine Lake would like to maximize access for all to use the lake.
- City has offered in the past funds to aid in water quality/lake access/increased boat inspection hours
- It was noted that Plymouth has closed their launch in the summer. It is open in the winter.

City specifically asked how we can partner with TRP on boat launch sand bar dredging and increased boat inspection hours? City has asked this in the past and historically has had a hard time finding answers from TRP regarding these questions.

City Council thanked Commission Beard, Ann Rexine and Luke Skinner for taking their time and talent and presenting and meeting with the council tonight.

Resolution 22-24 a Resolution of Support for the French Reginal Park Master Plan forwarded by Councilmember Marks and seconded by Councilmember Shaffer. Mayor Marks, Councilmembers Meyer, Tomczik, Heim, Shaffer in favor. Motion carried.

Fire Department Report – Rich Halvorsen

- Reported one call for service (tree fire near park)
- Reported MLFD pizza fundraiser has a good response, funds are directly through tips only
- Reported two members in training Firefighter 1
 - Gear minimum is \$4,000 per firefighter (total of \$9,000)
 - Looking for grant money for this
- Reported three members moving to EMT
 - This is a \$4,000 cost, should be reimbursed from state
- Reported full budget will be used this year
- Reported a few thousand dollars has been spent on upgrades to the fire station building to store all fire items on fire side of the fire house
- Reported parks department space is being cleared out of all fire items
- Reported 2023 relief association is being updated to quantify this value for actual member contribution
 - City budget is \$20,000; state pass through is \$11,000.
- Councilor Heim reviewed that fire has an incentive to come in under budget as this extra money will be allocated to truck fund
- See attachment for MLFD report for council.

Public Works Superintendent Report – Chris Klar

- Reported on lift station portable generator software glitch
- Reported city will be on same maintenance plan/schedule as the City of Plymouth
- Reported small little shop towels are consistently collecting inside the lift station causing potential backups
- Reported on ash trees
- Reported parks are about to close
- Reported power was used in the park for a recent event

Bassett Creek Watershed Management Commission Report – Clint Carlson

- Reported on the BCWMC regular monthly meeting update
- Reported on temporary variance; Laura Jester said this will be on agenda next month
- Reported nine commissioners will be voting on the temporary variance

Planning Commission Report – Jesse Swanson

- Reported no update

Treasurer’s Report – Gary Englert

- Receipts in reporting period: \$26,796
- Receipts year to date: \$431,855
- Disbursements in reporting period: \$61,518
- Disbursements year to date: \$535,311
- Capital Project Reserve Balance: \$763,772
- Debt Service Reserve Balance: \$25,749
- Reported on receipts this month from MN Aid to Fire Dept, Building Permits and interest
- Reported on advisory and engineering costs mainly related to city ordinances, property research and building activity
- Reported capital spending related to new garage furnace, Fire Dept storage racking and BCMWC permit for lift station mitigation
- Reported missing Sheriff billing for Q2 and Q3 2022
- Reported City of Medicine Lake tax levy is roughly 5% increase

Motion to approve the summary spending, receipts and cash balances through October 31, 2022 forwarded by Councilmember Shaffer and seconded by Councilmember Meyer. Mayor Marks, Councilmembers Meyer, Tomczik, Heim, Shaffer in favor. Motion carried.

Officer Reports:

Councilmember Heim

- Reported on city call with Hennepin County Assessor’s office
 - Discussion pursued
 - Hennepin County has seen a large increase in home value while commercial/industrial has remained steady
 - Hennepin County taxes are increasing

Councilmember Meyer

- Reported on office cleanout and record retention
- Reported League of MN cities has confirmed that we can digitize past meeting minutes and potentially some other documents
- Reported on website updates and support
- Reported on City Hall coordination
- Reported would like clear direction on who to contact for various items (hall rental, parking signs, extra tables/chairs for hall use, supplies like paper towels and toilet paper etc...)

Councilmember Tomczik

- Reported on garbage update
- Reported last pick up for leaves is this Thursday (11/10)
- Reported extra fee for house pick up will not be reduced if the resident is gone

Councilmember Shaffer

- Reported on potential process for managing complaints
 - Would need to outline the process, post process on-line, complaint form, someone tasked with receiving the complaint and routes, ordinances have to be clear and identify the process
 - Example steps: first talk to neighbor, second file a formal complaint etc...
 - However: first the City would need to review our ordinances to determine what is enforceable etc...
 - Discussion pursued
- Reported found two expired formal complaints in city files during office cleanup (regarding boat launch)

Mayor Marks

- Reported historically he gets a call every other week with various complaints
- Reported received complaint regarding Hutton House noise at Friday at 9pm
- Reported many large events lately at HH and last minute parking requests to Chris Klar

New Business

Resolution 22-25 appointing election judges for the November 8, 2022 general election forwarded by forwarded by Councilmember Mayor Marks and seconded by Councilmember Shaffer. Mayor Marks, Councilmembers Meyer, Tomczik, Heim, Shaffer in favor.

A Special Meeting will be held November 14 at 4:00pm to canvas the election.

Metro Cities' policy adoption meeting held Nov. 17 at 4pm, Councilor Shaffer will attend if needed.

Motion to adjourn forwarded by Councilmember Tomczik and seconded by Councilmember Shaffer. Mayor Marks, Councilmembers Meyer, Tomczik, Heim, Shaffer in favor. Motion carried at 8:21p.m.

Respectfully submitted,

Therese Polum
City Clerk

Approved on: December 5, 2022

Attachments: MLFD – Report for Council (dated Nov. 10, 2022)

Medicine Lake Fire Department – Report for Council – November 10th, 2022

1 Call for Service – Tree on fire on a powerline during last wind event

Budget & Spending

- **MLFD Pizza Delivery Fundraiser Nov 15th**
 - Deadline to order is end of day Nov 10th (possible to sneak in Tues morning)
 - Great response from community and neighbors outside ML
 - Already raised significant funds
- **Two members are well into Firefighter 1 and showing great progress**
 - Minimum investment in gear is now over \$4,000 per FF
 - Currently looking for grant monies to cover the almost \$9,000 coming early '23
- **Three members are starting EMT training**
 - This bill (~\$4000) has been paid but is eligible for reimbursement from the state
- **With expenses above and others we are looking to be close to full budget amount after several years below budget.**
 - This is due to:
 - § Aforementioned training
 - § Increase in training quality and utilizing external resources
 - Some drills, such as the mass EMS training were coordinated at no expense to the city
 - Live Fire trainings such as the October drill and others are \$1000+ but eligible for reimbursement
 - Truck/Major Expense Budget continues to be contributed to, in addition to donations also marked for this
 - Expenses related to transition of the old station bays ownership
 - § Approx \$2000 spent in the last month on reorganization (in addition to station refurbishment costs spurred by this EOY 2021)
 - § It would be nice given the circumstances that this be paid from the city hall but should at least be acknowledged as outside of the normal operating costs for FD

Respectfully Submitted,

Rich Halvorsen, Fire Chief 11/07/2022