



City of Medicine Lake

April 3, 2023

City of Medicine Lake Council Minutes

Present: Mayor Chris Heim; Councilors Ruth Hovey, Ron Tomczik, Bill McNaughton; Treasurer Gary Englert, City Clerk Therese Polum, BCWMC Commissioner Clint Carlson, Public Works Superintendent Chris Klar, Planning Commissioner Jesse Swanson

Council and Staff Absent: Councilor Connie Shaffer, Fire Chief Rich Halvorson,

Other attendees: Dave Hutton with SEH Consulting

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 forwarded by Councilmember Hovey and seconded by Councilmember Tomczik. Councilmembers Heim, Hovey, Tomczik, McNaughton in favor. Councilor Shaffer absent. Motion passed.**
- **Motion to approve the March 6, 2023 city council minutes forwarded by Councilmember McNaughton and seconded by Councilmember Hovey. Councilmembers Heim, Hovey, Tomczik, McNaughton in favor. Councilor Shaffer absent. Motion passed.**

Open Forum

- Kirstin Nielsen Reported on Jevne Park Project
 - Reported on the March open house
 - Reported that the refined concept plan is in development
 - Reported that project phasing and costs are next
 - Reported PDF's of concept plan are located on city website
 - Fundraising committee and thank you notes with tax information is in development

Road Striping and Signage Proposal – Dave Hutton with SEH Consulting

- Dave Hutton presented on the signing and striping quotes received on March 28, 2023 and as documented in the SEH letter dated March 30, 2023.
- Council discussed the various options with these quotes and costs and benefits
- After continued discussion the council agreed to hire the low bidder and remove the electron/solar DFS sign (driver feed back sign – also known as an electronic speed display sign)

Motion to approve Resolution 23-08 a resolution ordering approval of expenditures for signing and striping Peninsula Road and Kaiser Avenue and awarding the contract for the signing and striping project to the low bidder Safety Signs LLC with the edit for amount not to exceed \$23,500 forwarded by Councilmember McNaughton and seconded by Councilmember Hovey.

Councilmembers Heim, Hovey, Tomczik, McNaughton in favor. Councilor Shaffer absent. Motion passed.

Hennepin County Sheriff –Sergeant Nelson

- Absent – no report from Sheriff directly
- Councilor Hovey reported Sergeant Nelson is assigned with our city
 - Reported 9 calls this calendar year
 - Reported speed enforcement will be requested
 - Reported Councilor Hovey is meeting with Sergeant Nelson next week

Public Hearing – Consider Ordinance No. 140 an Ordinance Declaring Nuisances and Establishing a Program for the Prevention of Shade Tree Disease and Pest Control within the City of Medicine Lake

Mayor Heim introduced the topic.

Mayor Heim opened the public hearing at 6:52 p.m.

- Chris Klar is in support of the Ordinance
- No other comments

Mayor Heim closed the public hearing at 6:54p.m.

The council discussed the proposed ordinance.

- Discussion on the abatement process
 - Tree inventory by a hired professional
 - Professional will mark trees that are dangerous
 - Once property is notified 30 days is given to remove nuisance
 - City will act within reason on the timelines
- Discussion continued

Motion to approve Ordinance 140 An Ordinance Declaring Nuisances and Establishing a Program for the Prevention of Shade Tree Disease and Pest Control within the City of Medicine Lake forwarded by Ruth Hovey and seconded by Councilmember Bill McNaughton. Councilmembers Mayor Heim, Hovey, Tomczik, McNaughton in favor. Councilor Shaffer absent. Motion passed.

Motion to approve Resolution 23-09 A resolution authorizing publication of Ordinance 140 by title and summary forwarded by Ruth Hovey and seconded by Councilmember Bill McNaughton. Councilmembers Mayor Heim, Hovey, Tomczik, McNaughton in favor. Councilor Shaffer absent. Motion passed.

Fire Department Report – Rich Halvorsen – absent (Update given by Mayor Heim)

- Reported one call for service
- Reported grant for turn-out gear
- Reported fire boat will be at a different dock this summer

Public Works Superintendent Report – Chris Klar

- Reported Parks should be open soon
- Reported on pot-hole repair by contractor; inexpensive hotbox fill for this spring

Bassett Creek Watershed Management Commission Report – Clint Carlson

- Reported on commission updates
- Reported on the BCWMC invoice

Planning Commission Report – Jesse Swanson

- Reported no update

Treasurer’s Report – Gary Englert

- Receipts in reporting period: \$10,693
- Receipts year to date: \$ 23,609
- Disbursements in reporting period: \$50,361
- Disbursements year to date: \$141,630
- Capital Project Reserve Balance: \$812,723
- Debt Service Reserve Balance: \$14,781
- Reported the 2022 Annual Report completed and filed
- Reported on donations received in month
- Reported on donations specific to the Jevne Parks projects listed in the Treasure report

Motion to approve the summary spending, receipts and cash balances through March 31, 2023 forwarded by Councilmember McNaughton and seconded by Councilmember Hovey. Councilmembers Hovey, Tomczik, Heim, McNaughton in favor. Councilor Shaffer absent. Motion carried.

Motion to approve Resolution 23-10 a resolution accepting a monetary gift of \$32,050 from various donors to benefit the City of Medicine Lake Parks Department for Jevne Park forwarded by Councilmember McNaughton and seconded by Councilmember Hovey. Councilmembers Hovey, Tomczik, Heim, McNaughton in favor. Councilor Shaffer absent. Motion carried.

Officer Reports:

Councilmember Hovey

- Reported on deputy clerk Bill Nesheim payment, Treasurer will resolve
- Reported on spam emails

Councilmember Tomczik

- Reported on the plaque for Steve Johnson
- Reported on the plaque for Scott Marks

Councilmember Shaffer - absent

- No Report

Councilmember McNaughton

- Reported on his testimony to the Senate last Tuesday (March 28, 2023) (3.5M ask, state)
- Reported conversation with Irene Fernando, Hennepin County Commissioner
- Reported we are on Dean Phillips list of projects (3M ask, federal)
- Reported we estimate total project cost of 7.6 million (does not include lift station construction)
- Reported if we get state money, should be available July 2023. If we get federal money, it should arrive January 2024

- Reported on Emerald Ash Borer
 - Ordinance passed at this meeting
 - Forester quote received at \$4,300
 - Working with the county on a grant for this work
 - Working on a DNR grant for this work
 - Additional quotes coming in for next month report

Mayor Heim

- Reported on Park Plans and the positive feedback from the open house
- Reported on communication/community outreach on striping/signing plan

New Business

- National Night Out – food truck
- Reported on constant contact – in discussion stages

Motion to adjourn forwarded by Councilmember McNaughton and seconded by Councilmember Tomczik. Councilmembers Hovey, Tomczik, Heim, McNaughton in favor. Councilmember Shaffer absent. Motion carried at 7:53 pm.

Respectfully submitted,

Therese Polum
City Clerk

Approved on: May 1, 2023