

MINUTES
REGULAR MEETING
MOOSE LAKE CITY COUNCIL
Wednesday, February 9, 2022, 4:00 pm; City Hall

PRESENT: Mayor Ted Shaw, Councilor Walter Lower, Councilor Doug Juntunen, Councilor Greg Sarvela, Councilor Kris Huso

OTHERS PRESENT: City Administrator Ellissa Owens, Chief of Police Darren Juntunen, Public Works Superintendent Phil Entner, Deputy Clerk Ryan McKeon, Peter and Sarah Thompson, Kellin Lamirande, Rob Bender, Rory Butkiewicz

1. **CALL TO ORDER** Mayor Shaw called the meeting to order at 4:00 p.m.

A. Pledge of Allegiance

B. Approval of Agenda

- Motion made to approve the Agenda by Councilor Sarvela, seconded by Councilor Huso. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

2. **CONSENT AGENDA**

A. Minutes

1. Organizational City Council Meeting – January 12, 2022

2. Regular City Council Meeting – January 12, 2022

- Motion made to approve the Minutes by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

B. Financial Reports

1. City Accounts Payable – **January 2022**

2. City Financial Statements – **January 2022**

3. Liquor Store - Profit & Loss Statement – **January 2022**

- Motion made to approve the Financial Reports by Councilor Lower, seconded by Councilor Huso. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

3. **PUBLIC COMMENT**

This time is reserved comments from the public on matters not listed on the agenda.

Please keep comments to 3 minutes.

4. **DEPARTMENTAL REPORTS**

A. Police Chief

a. Department Report January 2022

- January total calls – 146 calls for service.
- DOT/MNDOT scam going around – please toss these if received.
- Snow removal – businesses need to make sure their sidewalks are shoveled.
- Officer Couture accepted Investigator position.
- New Squad is in service and working well.

B. Public Works Superintendent

a. Department Report January 2022

- The Water Department distributed 5 million gallons of water for the month of January.
- Five water services running.
- Frozen Water and Sewage Line Policy, contact Public Works if needed.

- Looking into a valve exercising program; equipment costs are high, currently looking into other options. Paid for with OSHA grant.
- The Sewer Department collection system, collected 9.8 million gallons of wastewater in January.
- Grinder is ordered, will be installed in the spring.
- Street Department – please be aware of the trucks and equipment, they make frequent stops, turns and back up at various locations. They also need to travel the wrong way on certain streets to remove snow properly.
- Equipment – Snow pusher is finished and working well. This will be a big time saver for cleanout out downtown.
- Adapted a new truck loading chute for the snow blower to make snow removal easier and faster.
- Calcium chloride sprayer is complete and ready for use in the summer at the campground – this could also be used at the Riverside Arena.

C. City Engineer

a. Monthly Update Meeting Minutes

- Hwy 73 project trail on hold. Request of a pedestrian flashing sign by crosswalk.
- Bad news from Mn Dept of Health – need to update Wellhead Protection Plan.
- Phase 2 Trail, awarded \$300,000 grant for another route option; joint meeting held with DOC to discuss route options which went very well.
- 4th St reconstruction project – plans are progressing.
- Lining project – engineering estimates looking to get all the way up to the Bank.
- Campground expansion – meeting with engineers, expansion layout, need for creating a separate entrance. Plan is to dream big; what would the City like to ultimately see. Grants will be applied for.

D. Chamber of Commerce Updates

a. Monthly Update

- Administrator Owens stated the monthly meeting was held today as well as a Strategic Planning meeting.
- Successful Ice Bocce event this past weekend.

5. PREVIOUSLY DISCUSSED BUSINESS

A. City of Moose Lake Ordinance No. 166 Certificate of Inflow & Infiltration (I&I) Compliance

- Second reading.

B. City of Moose Lake Ordinance No. 167 Tobacco Ordinance

- Second reading.

C. City Superintendent Job Description

- Ryan McKeon and Administrator Owens met with Superintendent of Public Works, Phil Entner, and developed multiple drafts to come up with a final copy.
 - Motion made to approve the City Superintendent Job Description by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

6. NEW BUSINESS

A. League of Minnesota Cities – Liability Coverage Waiver Form

Annual event for liability coverage.

- Motion made to not waive the monetary limit by Councilor Huso, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

B. First National Bank – Corporate Authorization Resolution

- Motion made to accept the Corporate Authorization Resolution by Councilor Sarvela, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

C. Supplemental Letter Agreement – Short Elliot Hendrickson Inc. 2022 Sewer Lining Project

- Motion made to accept the Supplemental Letter Agreement by Councilor Lower, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

D. Louis Second Addition – Covenants & Restrictions

The City has found out they cannot make this determination. Changing from single family to multi-family use would require a waiver, which the City has learned it does not have the authority to grant.

The waiver and release process could proceed and the developer is willing to work alongside. Councilor Juntunen recommends moving forward and Councilor Huso also supports this. Councilor Lower asked if there were neighboring residents who had issues with this, to which Administrator Owens stated there have been concerns about drainage issues and driveway issues. The Planning Commission is also in support of moving forward.

- Consensus given by Council to proceed with spending up to a few thousand dollars to move forward.

E. Downtown District - Housing Development Discussion

- Request made to the Planning Commission by Scott Williams and his property is 85 Arrowhead Lane, currently zoned C2 – Scott does not desire to build a 2-story building, asking for a variance to allow some type of commercial establishment facing Arrowhead Lane and then facing Avenue B, of residential opportunity. Scott’s primary interest is the housing aspect. There is a 40-foot easement on Avenue B; water and sewer and road.
- Councilor Sarvela and Councilor Juntunen would like to see it remain commercial. Councilor Lower would be in favor of residential. Councilor Huso can see both sides; commercial or residential, but has concerns if residential. Consensus was not given by Council to proceed with the plans Scott Williams presented; that being residential in the back and commercial in the front.

F. Safety & Compliance Partnership

- For Council review.
- Consensus given by Council to proceed with bids.

G. School Property Update

- Administrator Owens and Chief Juntunen met with the owner of the old school and the need for the school to come down has been identified. Meetings will be established with the County. More information to come.

H. Moose Lake Farmers’ Market Association Request

- This had been presented to the Council in December.
 - Motion made to accept the Moose Lake Farmers’ Market Association Request with a yearly fee of \$325, to be reviewed yearly, by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

7. **REPORTS AND CORRESPONDENCE**

- A. No new reports and correspondence

8. **COMMITTEE AND BOARD MEETING MINUTES**

- A. Park Board Organizational/Regular Meeting Minutes – February 7, 2022
B. Moose Lake Area Fire Protection District – January 11, 2022

9. **ANNOUNCEMENTS**

Regular Moose Lake City Council Meeting, Wednesday, March 9, 2022 - 4:00 p.m. Moose Lake City Council/Town Board Chambers.

Moose Lake Economic Development Authority, Wednesday, February 16, 2022 – 12:00 p.m. City Conference Room

Moose Lake Water and Light Commission, Regular Meeting– Tuesday, February 15, 2022 – 1:00 P.M. Water and Light Office.

Moose Lake Housing and Redevelopment Authority Board – Monday, February 14, 2022 – 11:00 A.M. Hillside Manor Office.

Moose Lake Area Fire District – Tuesday, March 8, 2022 - 6:30 p.m. – Emergency Response Center.

Moose Lake Park Board Meeting – Monday, March 7, 2022 - 6:30 p.m. City Council/Town Board Chamber.

10. ADJOURNMENT

- Motion made to adjourn by Councilor Lower, seconded by Councilor Huso. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

Recorded by: Paula Arnold