

REGULAR MEETING MINUTES
MOOSE LAKE CITY COUNCIL
Wednesday, April 14, 2021, 4:00 pm; City Hall

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

OTHERS PRESENT: City Administrator Katie Bloom, Deputy Clerk/Finance Director Ellissa Owens, Public Works Superintendent Phil Entner, Chief of Police Darren Juntunen, Star Gazette Alanea White

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Approval of Agenda
 - Motion to approve the agenda by Councilor Huso, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

2. CONSENT AGENDA

A. Minutes

- 1. Regular City Council Meeting – March 10, 2021
 - Motion to approve the minutes by Councilor Lower, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

B. Financial Reports

- 1. City Accounts Payable – **March 2021**
- 2. City Financial Statements – **March 2021**
- 3. Liquor Store - Profit & Loss Statement – **March 2021**
 - Motion to approve the financial reports by Councilor Juntunen, 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 March 2021
- ✓ Chief Juntunen reported on the March calls for service.

B. Public Works Superintendent Report

- b. Department Report March 2021
- ✓ Superintendent Entner reported the water department distributed 4.7 million gallons of drinking water. The wellhouse is moving along and is set to be completed by the scheduled complete date. Entner commented we made it through the winter season without any frozen water lines.
- ✓ Superintendent Entner reported the sewer department collected 13.7 million gallons of wastewater during the month of March.
- ✓ The street department will continue working on pothole filling in the following weeks as the weather continues to improve.

C. Technology / Library Report

- ✓ Administrator Bloom commented that there will be a Book Sale in conjunction with Depo Fest this year. The sale will take place June 4-5, 2021.

- D. City Engineer
 - ✓ Administrator Bloom reviewed the monthly meeting minutes.
 - ✓ Administrator Bloom explained that the TH 73 Trail advertising approval will likely be presented at the May Council meeting as design is nearing completion.
- E. Chamber of Commerce Updates.
 - ✓ Administrator Bloom shared that Agate Days & the 4th of July celebration planning will continue tentatively until further information is available from the State.

5. PREVIOUSLY DISCUSSED BUSINESS

- A. Water Tower Rehabilitation Contract Award
 - Motion to approve the Central Tank Coatings, Inc. Base Bid + Alternate A of \$194,500.00 for the Water Tower Rehabilitation by Councilor Huso, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- B. Local Board of Appeals and Equalization Meeting – April 28, 2021, 10:00 a.m.
 - ✓ Administrator Bloom reminded everyone of the Local Board of Appeals and Equalization Meeting on April 28 at 10:00 a.m.
- C. 2019 & 2020 MLWSSD Overage Bills
 - Motion to accept payment of \$1,361.77 to clear balance due while maintaining the data collected for record keeping purposes by Councilor Sarvela, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- D. MLWSSD Rate Adjustment
 - Motion to approve rate increase of 5% by Councilor Sarvela, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- E. 2021 Sanitary Lining Project Contract Award
 - Motion to approve the Insituform Technologies USA, LLC Base Bid + Alternate A of \$117,501.50 for the Sanitary Lining Project by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- F. Rick's Tree & Stump Removal Pay Application
 - Motion to approve pay application in the amount of \$6,364.63 by Councilor Huso, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

6. NEW BUSINESS

- A. Arbor Day Proclamation
 - ✓ No update
- B. Lakehead Constructors, Inc – Pay Application #5
 - Motion to approve pay application #5 in the amount of \$54,625.00 by Councilor Lower, seconded by Councilor Huso. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- C. Motor Vehicle Checking Account Transfer
 - Motion to approve account transfer by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- D. Part-Time Gardener
 - Motion to hire Raenee Bennett by Councilor Juntunen, seconded by Councilor Huso. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- E. TH 73 Engineer Contract – Amendment #2
 - Motion to approve Contract Amendment #2 in the amount of \$33,600 by Councilor Huso, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- F. Capital Asset Policy Update
 - Motion to update Capital Asset Policy to a \$10,000.00 initial cost minimum by Councilor Huso, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- G. MCFOA Clerks Institute – May 3-7
 - ✓ No update

H. Lodging Tax Update – Moose Lake Area Chamber

✓ No update

I. Library Director Credit Card

➤ Motion to approve permissions for Library Director Credit Card by Councilor Lower, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

J. Lifeguards

✓ Consensus was given to pursue interest in hiring lifeguards.

K. Land at 413 Birch Ave – Closed Meeting

➤ Motion to close the open meeting at 5:15 p.m. by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes- Sarvela, Juntunen, Huso, Lower. No – 0.

➤ Motion to open the regular meeting at 5:45 p.m. by Councilor Lower, seconded Sarvela. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.

7. **REPORTS AND CORRESPONDENCE**

8. **COMMITTEE AND BOARD MEETING MINUTES**

A. Moose Lake Area Fire Protection District – March 11, 2021

B. Moose Lake Economic Development Authority – March 17, 2021

C. Moose Lake Parks and Recreation – April 5, 2021

9. **ANNOUNCEMENTS**

Regular Moose Lake City Council Meeting, Wednesday, May 12, 2021 - 4:00 p.m. Moose Lake City Council/Town Board Chambers.

Moose Lake Economic Development Authority, Wednesday, April 21, 2021 – 12:00 p.m. City Conference Room

Moose Lake Water and Light Commission, Regular Meeting– Tuesday, April 20, 2021 – 1:00 P.M. Moose Lake City Council/Town Board Chambers.

Moose Lake Housing and Redevelopment Authority Board – Monday, May 10, 2021 – 11:00 A.M. Hillside Manor Office.

Moose Lake Area Fire District – Tuesday, May 11, 2021 - 6:30 p.m. – Emergency Response Center.

Moose Lake Park Board Meeting – Monday, May 5, 2021 - 6:30 p.m. City Council/Town Board Chamber.

10. **ADJOURNMENT**

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