

**REGULAR MEETING MINUTES**  
**MOOSE LAKE CITY COUNCIL**  
**Wednesday, June 6, 2021, 4:00 pm; City Hall**

PRESENT: Mayor Ted Shaw, Councilor Walter Lower, 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, Liquor Store Manager Elaine Hennager, Star Gazette Alanea White, CliftonLarsonAllen Doug Host, Al Larson, Laly Larson, Kayla Disterhaupt, Jacob Disterhaupt, Gateway Clinic Eric Nelson, St. Luke's Chris Johnson, DSGW Architects Ryan Turner, St. Lukes's Mike B.

**1. CALL TO ORDER**

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

**2. CONSENT AGENDA**

**A. Minutes**

- 1. Regular City Council Meeting – April 14, 2021
- 2. Special City Council Meeting – April 28, 2021
- 3. Local Board of Appeals and Equalization – April 28, 2021
  - Motion to approve the minutes by Councilor Sarvela, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.

**B. Financial Reports**

- 1. City Accounts Payable – **May 2021**
- 2. City Financial Statements – **May 2021**
- 3. Liquor Store - Profit & Loss Statement – **May 2021**
  - Motion to approve the financial reports by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, 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 May 2021
  - ✓ Chief Juntunen reported on the May calls for service totaling 274 calls for service.
  - ✓ Chief Juntunen is working with the State of Minnesota regarding ATV Trail authorization to punch trail through behind the local businesses.
  - ✓ Chief Juntunen and Superintendent Entner had a meeting with MnDOT regarding an easement to build an ATV bridge.
  - ✓ Chief Juntunen reported that two Moose Lake Police Officers Jason Syrett and Travis Magdzas received an award for utilizing stop sticks to end a pursuit.

**B. Public Works Superintendent Report**

- b. Department Report April 2021

- ✓ Superintendent Entner reported the water department distributed 5.8 million gallons of drinking water in the month of May. The well house is online currently. Superintendent Entner commented that the City is working with SEH to work out any obstacles that arise from the transition.
- ✓ Superintendent Entner reported that the Birch Ave & 4<sup>th</sup> Street intersection reconstruct is scheduled to start on Monday, July 21, 2021.
- ✓ Superintendent Entner reported the sewer department collected 12.0 million gallons of wastewater during the month of May.
- ✓ Superintendent Entner reported that the City of Moose Lake will begin using a product called Aqua Hawk RE2 for the removal of Phosphorus at the city wastewater treatment site. The product is a little more expensive but does a better job and has less sludge loading rates.
- ✓ LSD Manhole pending attorney review.
- ✓ Superintendent Entner reported that the Sewer Lining Project will begin soon.
- ✓ Superintendent Entner reported that pot hole filling will continue on a monthly basis all summer long.
- ✓ Superintendent Entner reported that black top patching will begin soon.
- ✓ Superintendent Entner reported the Campground is running smoothly from a maintenance perspective.
- ✓ Superintendent Entner reported the Cemeteries are running smoothly from a maintenance perspective.

C. Technology / Library Report

- ✓ Administrator Bloom commented that the June 4-5, 2021, Book Sale at the Depot raised just under \$2,000.00 for the Summer Reading Program.

D. Municipal Liquor Store Report

- ✓ Administrator Bloom reported that the bands are booked for Friday and Saturday of the Fourth of July festival. Sunday activities will include a bean bag tournament with a short break for the parade.
- ✓ Administrator Bloom reported that the Municipal is having live music by Ted Eastman every first Monday of the month. The live performances have generated additional revenue for the City of Moose Lake.
- ✓ Administrator Bloom reported that Public Works have been conducting maintenance on the Municipal Liquor Store and the property.

E. City Engineer

- ✓ Administrator Bloom reviewed the monthly Meeting Minutes.
- ✓ Administrator Bloom reported that the TH73 Bid Advertising is open and live. An extension has been granted for the DNR grant affiliated with this project.
- ✓ Superintendent Entner reported that the Water Lining Project will happen throughout a series of activities this time. Residents are being notified at relevant times.
- ✓ Superintendent Entner reported on the steps for the Water Tower Project. The city is working very closely with SEH on the city's water plan while the water tower is drained.
- ✓ Administrator Bloom reported that we did not get the LRIP Grant from the State of Minnesota.

F. Chamber of Commerce Updates.

- ✓ Administrator Bloom reported that the Moose Lake Triathlon will take place August 7, 2021.
- ✓ Administrator Bloom reported on the Fourth of July activities scheduled.
- ✓ Administrator Bloom reported that a Virtual Golf Event, in coordination with Essentia Health, will take place throughout the summer.

5. **PREVIOUSLY DISCUSSED BUSINESS**

A. No previously discussed business.

6. **NEW BUSINESS**

A. Clifton Larson Allen 2020 Exit Conference

- ✓ Audit Principal Doug Host reviewed the City of Moose Lake 2020 Audit Report.

B. St. Luke's Request to Rezone 4791 County Rd 10 to Medical Use

- ✓ Administrator Bloom presented the request to rezone the property at 4791 County Rd 10 to medical use.
  - ✓ Gateway Clinic Administrator Eric Neilson communicated their desire to bring a surgery center to Moose Lake; St. Luke's surfaced as the best partner who also had the same shared vision. St Luke's will own the property with a potential to host 3-4 tenants. Discussions have occurred with the school to partner on a physical therapy center as one of the tenants.
  - ✓ St. Luke's representative Mike B. discussed the desire to partner with the Moose Lake Community and discussed the intent to provide additional healthcare services not currently available in the area. Mike B. discussed the property will stay on the tax rolls. Initial employment estimate minimums are approximately 10 employees.
  - Motion to Rezone 4791 County Rd 10 to medical use including a sunset clause by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Juntunen, Lower, Sarvela. No – 0.
- C. Roth Chiropractic Conditional Use Permit Request – 121 Elm Ave
- ✓ Administrator Bloom reported the desire of Roth Chiropractic to utilize their residence at 121 Elm for their practice.
  - Motion to approve the Roth Chiropractic Conditional Use Permit, to be utilized by the Roth's only and removed upon sale of the property, by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- D. Lakehead Constructors, Inc – Pay Application #7
- Motion to approve Pay Application #7 in the amount of \$344,233.45 by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- E. Northland Constructors, Inc – Pay Application #1
- Motion to approve Pay Application #1 in the amount of \$168,267.61 by Councilor Sarvela, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Huso, Lower. No – 0.
- F. 4<sup>th</sup> Street Reconstruct – 2022
- ✓ Administrator Bloom requested consensus to get estimates from SEH on the number one project on the CIP list, a 4<sup>th</sup> Street Reconstruct.
  - ✓ Administrator Bloom reported she will request multiple variations of a reconstruct for the council to review.
  - Consensus reached.
- G. Legacy of Excellence Gambling Permit
- Motion to approve Legacy of Excellence Gambling Permit Application for Moose Lake Brewery by Councilor Lower, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- H. Moose Lake Windemere Sanitary Sewer District Capacity
- ✓ Administrator Bloom presented a request for additional capacity from the Moose Lake Windemere Sanitary Sewer District.
- I. City Hall & Motor Vehicle Exterior Caulk Repair/Paint
- Motion to approve Northern Home Design LLC bid in the amount of \$6,970.00 to repair and paint the Moose Lake Motor Vehicle entrance & City Hall exterior wall by Councilor Sarvela, seconded by Councilor Juntunen. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- J. Senior Dining/Motor Vehicle Office
- ✓ Administrator Bloom reported a request from AEOA to reopen for senior dining July 6, 2021.
  - ✓ Administrator Bloom reported on options to reopen the Motor Vehicle Office and the Community Center.
  - Consensus reached to reopen the Senior Dining Center, the Motor Vehicle office, and Community Center on July 6, 2021.
- K. Approval to Sell Tax-Forfeited Land
- ✓ Administrator Bloom reported on a request from the Carlton County Land Department to sell two parcels of tax forfeited land: 21-190-0825 and 21-190-1150.
  - Motion to sell tax-forfeited land parcels 21-190-0825 and 21-190-1150 by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- L. Resolution 21-06-01 MnDOT Agreement 1046007
- Motion to approve Resolution 21-06-01 MnDOT Agreement 1046007 by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- M. SEH Contract Amendment – Soo Line Trail Project

- Motion to approve Soo Line Trail Contract Amendment from SEH in the amount of \$7650.00 by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- N. Fee Schedule Addition – \$100 Gate Fee
  - Motion to approve the addition of a \$100 gate fee to the fee schedule by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- O. Block Party Request – Pam Coughlin Hall, 108 8<sup>th</sup> Street
  - Motion to approve Block Party request at 108 8<sup>th</sup> Street by Councilor Lower, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- P. Schedule Special Meeting
  - ✓ Administrator Bloom reported that a special meeting will be required to approve in June to approve bids for the TH 73 Project.
- Q. Police Department

The City Council of the City of Moose Lake will meet in closed session pursuant to MN Statutes section 13D.05 subd. 2(a) to have a personnel discussion. The meeting will take place in the Council Chambers of the Community Center at 313 Elm Ave.

Following the closed session, the council will re-convene in open session pursuant to the posted agenda for that date and time and during such open session summarize its conclusion and make any motions.

- ✓ Motion to close the meeting by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- ✓ Motion to open the closed meeting by Councilor Lower, seconded by Councilor Sarvela. Vote: Yes – Sarvela, Juntunen, Lower. No - 0.
- ✓ Motion to resume the regular meeting by Councilor Sarvela, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.
- ✓ Motion to approve petitioning for a review of the decision under Minn. Statute 299A.465 by Councilor Sarvela, seconded by Councilor Lower. Vote: Yes – Sarvela, Juntunen, Lower. No – 0.

## 7. **REPORTS AND CORRESPONDENCE**

- A. No new reports and correspondence.

## 8. **COMMITTEE AND BOARD MEETING MINUTES**

- A. Moose Lake Water and Light Commission – April 20, 2021
- B. Moose Lake Area Fire Protection District – May 19, 2021
- C. Moose Lake Planning Commission – June 1, 2021

## 9. **ANNOUNCEMENTS**

Regular Moose Lake City Council Meeting, Wednesday, July 14, 2021 - 4:00 p.m. Moose Lake City Council/Town Board Chambers.

Moose Lake Economic Development Authority, Wednesday, June 16, 2021 – 12:00 p.m. City Conference Room

Moose Lake Water and Light Commission, Regular Meeting– Tuesday, June 22, 2021 – 1:00 P.M. City Council/Town Board Chambers.

Moose Lake Housing and Redevelopment Authority Board – Monday, June 14, 2021 – 11:00 A.M. Hillside Manor Office.

Moose Lake Area Fire District – Tuesday, July 13, 2021 - 6:30 p.m. – Emergency Response Center.

Moose Lake Park Board Meeting – Monday, July 12, 2021 - 6:30 p.m. City Council/Town Board Chamber.

**10. ADJOURNMENT**

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