

City of Menahga
Regular City Council Minutes
Monday, May 9, 2016

A. Call to Order

The Regular Meeting of the Menahga City Council was held in the Council Chambers on Monday, May 9, 2016. The meeting was called to order at 7 pm, by Mayor Foss.

Comprising a quorum of the council, the following members were present:

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| Kim Rasmussen | Roger Henstorf |
| Craig Lawrey | Marty Ahlf |
| Patrick Foss | |

Also in attendance were the following:

City Administrator/Clerk/Treasurer Janette Bower
Utilities Superintendent Frank Thelin
Greenwood Connections Administrator Clair Erickson
Police Chief Scott Koennicke
Liquor Store Manager Renata Parks

B. Approval of Minutes

Main Motion: To approve the April 11, 2016, Regular Meeting Minutes

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|--------------|---|
| Moved by: | Rasmussen |
| Seconded by: | Ahlf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Main Motion: To approve the April 20, 2016, Special Meeting Minutes

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| Moved by: | Henstorf |
| Seconded by: | Lawrey |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Main Motion: To approve the April 20, 2016, Board of Review Meeting Minutes

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|--------------|---|
| Moved by: | Henstorf |
| Seconded by: | Rasmussen |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

C. Presentations by Guests and Citizens

1. Mark Hanson, WCEDA:
 - Was not in attendance due a prior commitment.

D. Public Input

E. Reports by Departments and Liaison Groups

1. Fire – Dave Kicker
 - Was not in attendance due to a prior commitment.
2. Police – Scott Koennicke

Chief Koennicke:

- Provided an update on department activities;
- Spoke of the vehicle bid received in the amount of \$1,111.11, for the 2011 Crown Victoria squad car;
- Expanded on the status of the new squad car and completeness of the vehicle;
- Commented on the problem areas regarding unsightly premises; and
- Spoke of the Hooked on Fishing program.

Main Motion: To reject the vehicle and to conduct a police committee to further discuss the vehicle.

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|--------------|---|
| Moved by: | Rasmussen |
| Seconded by: | Lawrey |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Mayor Foss:

- Requested that a city-wide drive around be conducted within the following week.

3. Liquor – Renata Parks

Ms. Parks:

- Commented on the Mid-Summer Celebration preparations;
- Expanded on the status of the liquor store equipment; and
- Commented on the liquor store employee vacancies.

4. Street/Park/Beach/Cemetery – Frank Thelin

Mr. Thelin:

- Reported on the campground and opening dates for camping;
- Stated grader work would continue as the rain continued;
- Expanded on the water meter installed at the cemetery; and
- Spoke of the seasonal mowing and maintenance position and lifeguard positions.

5. Water/Sewer – Frank Thelin

Mr. Thelin:

- Expanded on the items found in the Happy Hour lift station;
- Referred to the letter sent to residents served by the Happy Hour lift station;
- Commented on the back wash process at the pit;
- Spoke of the Beach House lift station clean out;
- Announced the new water plant went into service on April 28;
- Stated hydrant flushing would begin within the week and continue until May 27;
- Stated the water tower was scheduled for cleaning at the end of May;
- Expanded on the road work on Highway 71;
- Commented on removal of the old wastewater plant and a future report of what materials had been removed from the plant;
- Referred to the brush pile and the process of grinding the materials;
- Spoke of the compost pile; and
- Explained the needed valve repairs at the new wastewater treatment plant and the allowable charges to the wastewater treatment plant project.

6. Nursing Home – Clair Erickson

Mr. Erickson:

- Announced the census as of May 9, as 57;
- Expanded on the nursing home finances;
- Provided an updated on personnel;
- Spoke of the need to move the laundry water heaters and storage tank;
- Stated ditch cleaning would occur on May 19;
- Highlighted Nursing Home Week and expanded on the activities to celebrate the week;
- Stated the social worker internship would start in September; and
- Commented on the need for the new administrator to be involved in long term planning for the addition of 15 private rooms.

Main Motion: To approve the financial and minutes for Greenwood Connections

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|--------------|---|
| Moved by: | Lawrey |
| Seconded by: | Henstorf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

7. Administration/Economic Development – Janette Bower

Ms. Bower:

- Highlighted the written Admin Liaison Group report;
- Spoke of the collaboration with Mr. Thelin regarding the Happy Hour lift station letter;
- Commented on the need to update the Menahga Municipal Code;
- Expanded on her nursing home tour; and
- Stated she was in the process of updating all City forms, with the intent of placing them on the website.

F. Notices and Communications

G. Unfinished Business

H. New Business

Item 1 – Di-Mar Construction Payment Request No. 10 for the Water Treatment Plant Rehab Project

Main Motion: To approve Payment Request No. 10

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|--------------|---|
| Moved by: | Lawrey |
| Seconded by: | Rasmussen |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 2 – Ulteig Invoice No. 56845 for the Water Treatment Plant Rehab Project

Brian Hiles, PE, Ulteig:

- Expanded on the additional design cost and work needed create a functional system;
- Spoke of West Plains Engineering proposal to reduce the amount owed to them by \$1,200, citing West Plains desire to recoup the additional cost that hadn't been included in the original bid;
- Stated there was not a delay in starting the plant because of the omission;
- Announced 1.2 million galls of water had had been produced since the water plant went into service;
- Highlighted the previous process to retain lower iron levels; and
- Provided an update of the overall budget.

Discussion ensued regarding the engineering omission from the original design work.

Discussion ensued regarding original work and design.

Main Motion: To approve payment of Ulteig Invoice No. 56845 by striking the amount owed to West Plains (\$1380), for the total of amount of \$20,752.39 paid to Ulteig

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|--------------|---|
| Moved by: | Lawrey |
| Seconded by: | Rasmussen |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 3 – Menahga Business Professionals Association (BPA) Payment Request Concerning the Laura Jane Musser Fund and 2016 Career Fair Fund

Main Motion: To approve payment to BPA in the amount of \$678.35

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|--------------|---|
| Moved by: | Henstorf |
| Seconded by: | Lawrey |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Mayor Foss:

- Expanded on the programs' origination and use of funds; and
- Stated BPA would take over the programs.

Item 4 – Menahga Public Schools and Green Pine Acres Nursing Home/City of Menahga Lease Agreement

Main Motion: To approve the lease agreement

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|--------------|---|
| Moved by: | Rasmussen |
| Seconded by: | Ahlf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 5 – Seasonal Mowing and Maintenance Position

Main Motion: To hire Katie Lenzen at the rate of \$10.50 per hour for the seasonal mowing and maintenance position

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| Moved by: | Ahlf |
| Seconded by: | Henstorf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Main Motion: To hire Erika Lopez as the head lifeguard and Taylor Miller and Marcie Peeters as lifeguards

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|--------------|---|
| Moved by: | Henstorf |
| Seconded by: | Lawrey |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 6 – Resolution No. 2016-005: Requesting Jason Phillips be Accepted as a Member of the Public Employees Police and Fire Plan

Main Motion: To adopt Resolution No. 2016-005

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| Moved by: | Rasmussen |
| Seconded by: | Henstorf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 7 – League of Minnesota Cities – Liability Coverage – Waiver Form

Main Motion: To approve the Waiver Form, stating that the City does not waive monetary limits

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| Moved by: | Henstorf |
| Seconded by: | Ahlf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 8 – Sounds of Spirit Lake Concert Artist Davina and the Vagabonds

Main Motion: To approve the contract with Davina and the Vagabonds

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|--------------|---|
| Moved by: | Henstorf |
| Seconded by: | Lawrey |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 9 – Mid-Summer Concert Artist SSCB

Main Motion: To approve the contract with SSCB

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|--------------|---|
| Moved by: | Henstorf |
| Seconded by: | Ahlf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Item 10 – Donations:

- a. BR & E – Menahga Marine and More Concert Deck Donation

Mayor Foss:

- Expanded on Jeff Schindlecker's willingness to construct, set up, remove, and store the concert deck.

Main Motion: To accept the donation from Menahga Marine and More

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|--------------|---|
| Moved by: | Ahlf |
| Seconded by: | Henstorf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

- b. Sounds of Spirit Lake – West Central Telephone and Subway of Menahga

Main Motion: To accept the \$500 donation from West Central Telephone and the \$200 donation from Subway of Menahga for the Sounds of Spirit Lake

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|--------------|---|
| Moved by: | Lawrey |
| Seconded by: | Rasmussen |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

- c. Hooked on Fishing – VFW Post 6206, Itasca-Mantrap Electric Trust and Gateway Lions Club

Main Motion: To accept the \$1,000 donation from VFW Post 6206, the \$500 donation from Itasca Mantra Co-op, and the \$750 donation from Gateway Lions Club for the Hooked on Fishing program

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|--------------|---|
| Moved by: | Lawrey |
| Seconded by: | Ahlf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

I. Payment of Bills

Main Motion: To approve payment of the bills

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|--------------|---|
| Moved by: | Henstorf |
| Seconded by: | Rasmussen |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

J. Meeting Adjourned

Main Motion: To adjourn the meeting at 8:45 pm

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|--------------|---|
| Moved by: | Henstorf |
| Seconded by: | Ahlf |
| Action: | Motion carried by unanimous voice vote. |
| In favor: | Foss, Rasmussen, Ahlf, Henstorf, Lawrey |
| Opposed: | None |

Janette M. Bower, Administrator

Patrick Foss, Mayor