

City of Menahga
Regular Meeting City Council Minutes
Tuesday, June 11, 2019

A. Call to Order

The Menahga City Council held a Regular Meeting Tuesday, June 11, 2019. Mayor Liimatta called the meeting to order at 6:00 pm.

B. Roll Call

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

Tim Ellingson	Robyn Keranen	Art Huebner
Karol Andreasen	Joanie Liimatta	

C. Pledge of Allegiance

D. Approval of Agenda & Minutes

Main Motion: To approve consent agenda:

1. Approval of Consent Agenda
2. Accept and appropriate donations for Hooked on Fishing
 - a. Wolf Lake Lions Club - \$150
 - b. Community First Bank - \$125
 - c. Anonymous Cash Donation - \$20
 - d. Northwoods Bank - \$100
 - e. Pinoniemi Chiropractic - \$100
3. Accept and appropriate donations for Sounds of Spirit Lake
 - a. Kahvila - \$50
 - b. JB's Spirit Lake LLC - \$100
4. Assumption of Our Lady Catholic Church Excluded Bingo Permit
5. Menahga Bird Busters application for Exempt Permit
6. Approval of Minutes
 - a. April 11, 2019 Board of Review (recessed)
 - b. April 15, 2019 Board of Review (reconvened)
 - c. April 18, 2019 Special Council Meeting
 - d. April 26, 2019 Special Council Meeting
 - e. April 30, 2019 Special Council Meeting
 - f. May 7, 2019 Special Council Meeting
 - g. May 10, 2019 Special Council Meeting
 - h. May 14, 2019 Special Council Meeting
 - i. May 24, 2019 Special Council Meeting

Moved by:	Huebner
Seconded by:	Keranen
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

F. Communications and Appearance Requests – (None)

G. Public Input (from the sign in sheet) – (None)

H. Reports by Departments

1. Laura Ahlf – Greenwood Connections Administrator – GWC Report

- Census today at 54 with 4 Empty Beds
- 87% Census for May (maximum for right now would be 88%)
- Insurance renewal will decrease \$52,000 with adding the new building (due to the limits being raised in 2015 – which was too high) changed it from \$31 million to \$26 million with a \$5 million for replacement for total loss.
- Work Comp Insurance – Last year net rate was 217 this year it is 211. Last year total premium was \$84,000 this year will be \$83,000 so there will be a decrease.
- Needs all of the insurance quotes approved.
- Had 2 calls looking for adult daycare. Received information about VA contracts for adult daycare for veterans.
- Building project update – we have an inspection date of June 26, 2019. Tilers didn't show up for a week and a half, so they had to get a 3 day letter to get them to respond. Might not make the inspection date due to being put behind from the tilers.

Main Motion: To approve the board minutes and insurance quotes for Greenwood Connections

Moved by:	Andreasen
Seconded by:	Ellingson
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

2. Chief Deputy Joe Schoon – Acting CLEO for the Police Department – not present

3. Renata Parks – Liquor Store Manager – not present

4. Ronald Yliniemi – Public Works Director

- a. Fire Hydrant Project – received 3 bids for live tap; Gilster, Girtz, Schrupp. With Gilster being the lowest bid.
- b. Seal Coating Project – only received one bid back from Asphalt Surface Technologies Corporation a.k.a. Astech Corp
- c. Talking to Engineers about improvement plan –
 - a. Bee Hives on Happy Hour (1st St NW)
 - b. Drainage issues
 - c. Erosion at the beach
- d. Estimate for paving 10' strip and into alley

Main Motion: To approve Gilster Excavating LLC to do the Hydrant work

Moved by:	Keranen
Seconded by:	Ellingson
Action:	Motion approved by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

Main Motion: To accept seal coated bid by from Asphalt Surface Technologies Corporation

Moved by:	Andreasen
Seconded by:	Huebner
Action:	Motion approved by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

Main Motion: To accept Public Works Report as stated

Moved by:	Keranen
Seconded by:	Ellingson
Action:	Motion approved by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

5. Dave Kicker, Fire Department Chief – not present
6. Char West, Interim City Administrator – Report
 - Curt Kreklau, Administrator, started on Monday, June 3, 2019
 - Char West is planning on being done next week, but plans on being on an on-call basis if needed to answer questions by phone (does not plan on charging for phone calls)
 - Alvina Kytta is on an on-call basis

Main Motion: To accept Char West’s report as stated

Moved by:	Andreasen
Seconded by:	Huebner
Action:	Motion approved by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

I. Notices and Communications

1. Letter from the MN State Demographer – 2018 Population & Household Estimates
 - April 1, 2018 population estimate is 1,341
 - April 1, 2018 household estimate is 599

J. Public Hearings

(none)

K. Unfinished Business

1. LMCIT Special Meeting – July 2, 2019 at 2:00 pm
 - See if time can be changed due to Nursing Home Board meeting scheduled for the same day at 3pm.
 - Have the meeting video recorded so it could still go on at 2pm.
 - Administrator Kreklau will reach out to the LMC for more information.
2. AEM Invoice Committee Update
 - Administrator Kreklau reached out to Jean from AEM to see if she would be willing to meet with the committee and himself as new Administrator to go over invoices and discuss findings the committee had.

- Plan on coming back to full council with recommendations.
3. Appointment of Planning Commission Member

Main Motion: To have Art Huebner replace Robyn Keranen as Councilmember on the Planning Commission

Moved by:	Andreasen
Seconded by:	Ellingson
Action:	Motion approved by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

4. Rescind and replace May 14, 2019 to hire bartender position at \$9.68/hr. to hire bartender at \$9.86.

Main Motion: To rescind and replace May 14, 2019 to hire bartender position at \$9.68/hr. to hire bartender at \$9.86/hr.

Moved by:	Ellingson
Seconded by:	Huebner
Action:	Motion approved by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

L. New Business

1. Planning Commission Variance Recommendation
- Will try a sandbag to reroute the rainwater
 - Community member Jensine Kurtti asked about using crushed concrete at the end of the alley
 - Public Works Director Yilienmi said we have been on a wait list since last October to get crushed concrete from Menahga Concrete
 - Mayor Liimatta said the variance was a kind of after the fact, which is not the fault of the business owners.
 - Councilmember Keranen said she didn't feel we should penalize the business owners since they attempted to go through the right channels. She also stated that it looks very aesthetically pleasing.
 - Char West read the Resolutions from the Planning Commission

Main Motion: To accept Planning Commission Resolution No. 2019-002 Resolution Below

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried with a 4-1 voice vote
In favor:	Andreasen, Liimatta, Keranen, Huebner
Opposed:	Ellingson

Planning Commission Resolution No. 2019-002

A Resolution of the Menahga Planning Commission Recommending the Menahga City Council approve a Variance Request from Shell Sport & Bait, (owners Brad & Marlene Snyder) on a Property (17 Aspen Ave. NW) located in the Central Business District/Shoreland District.

The City of Menahga Planning Commission ordains:

WHEREAS, the City of Menahga received a complete variance request application from Shell Sport & Bait (owners Brad & Marlene Snyder); and

WHEREAS, the application requests a variance to the Shoreland portion of the Zoning Ordinance, 151.22(D)(4) *Total lot area covered by impervious surface; with or without public sewer, the area shall be 30%;*

WHEREAS, the property is zoned C-B/Central Business District and SD/Shoreland District; and

WHEREAS, on May 17, 2019, public hearing notices were mailed to property owners within 300 feet of the property and published in the paper on May 22, 2019; and

WHEREAS, the City of Menahga Planning Commission held a public hearing on June 6, 2019, and recommends the City Council **approve** the variance request based on the following determinations:

1. The variance request **is** in harmony with the general purposes and intent of the ordinance.
2. The variance request **is** consistent with the Comprehensive Plan and the stated objective to support development of future commercial businesses.
3. The variance **does not** have an adverse impact on the protected waters of the state within the City of Menahga, specifically Spirit Lake.
4. The property owner proposes to **use** the property in a reasonable manner not permitted by Menahga Municipal Code 151.22.
5. The plight of the landowner **is** due to circumstances unique to the property not created by the landowners.
6. The variance **will not** alter the essential character of the locality of the property which is primarily commercial.

NOW, THEREFORE BE IT resolved by the Menahga Planning Commission that the Commission recommends the City Council **approve** the requested variance be issued to Shell Sport & Bate (owner Brad & Marlene Snyder) to allow the following:

1. Paving of the west approximate 50" of Lots 1, 2, 3, 4, 5, 6, 7, and N1/2 of Lot 8, Blk 6, Original Townsite to Menahga.

Passed and approved this sixth day of June 6, 2019.

All in favor, motion carried.

**Main Motion: To accept Planning Commission Resolution No. 2019-003
Resolution Below**

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried with a 4-1 voice vote
In favor:	Andreasen, Liimatta, Keranen, Huebner
Opposed:	Ellingson

Planning Commission Resolution No. 2019-003

A Resolution of the Menahga Planning Commission Recommending the Menahga City Council approve a Variance Request from Kahvila (owners Jim & Christina Day) on a Property (13th Aspen Ave. NW) located in the Central Business District/Shoreland District

The City of Menahga Planning Commission ordains:

WHEREAS, the City of Menahga received a complete variance request application from Kahvila (owners Jim & Christina Day); and

WHEREAS, the application requests a variance to the Shoreland portion of the Zoning Ordinance, 151.22(D)(4) *Total lot area covered by impervious surface; with or without public sewer, the area shall be 30%;*

WHEREAS, the property is zoned C-B/Central Business District and SD/Shoreland District; and

WHEREAS, on May 17, 2019, public hearing notices were mailed to property owners within 300 feet of the property and published in the paper on May 22, 2019; and

WHEREAS, the City of Menahga Planning Commission held a public hearing on June 6, 2019, and recommends the City Council **approve** the variance request based on the following determinations:

1. The variance request **is** in harmony with the general purposes and intent of the ordinance.

2. The variance request **is** consistent with the Comprehensive Plan and the stated objective to support development of future commercial businesses.
3. The variance **does not** have an adverse impact on the protected waters of the state within the City of Menahga, specifically Spirit Lake.
4. The property owner proposes to **use** the property in a reasonable manner not permitted by Menahga Municipal Code 151.22.
5. The plight of the landowner **is** due to circumstances unique to the property not created by the landowners.
6. The variance **will not** alter the essential character of the locality of the property which is primarily commercial.

NOW, THEREFORE BE IT resolved by the Menahga Planning Commission that the Commission recommends the City Council **approve** the requested variance be issued to Kahhvila (owner Jim & Christina Day) to allow the following:

1. Paving of 13.5' x 140' of the S1/2 of Lot 8, Blk. 6, Original Townsite to Menahga.

Passed and approved this sixth day of June 6, 2019.

All in favor, motion carried.

**Main Motion: To accept Planning Commission Resolution No. 2019-004
Resolution Below**

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried with a 4-1 voice vote
In favor:	Andreasen, Liimatta, Keranen, Huebner
Opposed:	Ellingson

Planning Commission Resolution No. 2019-004

A Resolution of the Menahga Planning Commission Recommending the Menahga City Council approve a Variance Request from First English Lutheran Church on property located at (17 Main St. NW) located in the Residential Multiple-Family District/Shoreland District

The City of Menahga Planning Commission ordains:

WHEREAS, the City of Menahga received a complete variance request application from First English Lutheran Church; and

WHEREAS, the application requests a variance to the Shoreland portion of the Zoning Ordinance, 151.22(D)(4) *Total lot area covered by impervious surface; with or without public sewer, the area shall be 30%;*

WHEREAS, the property is zoned R-2/Residential Multi-Family District and SD/Shoreland District; and WHEREAS, on May 17, 2019, public hearing notices were mailed to property owners within 300 feet of the property and published in the paper on May 22, 2019; and

WHEREAS, the City of Menahga Planning Commission held a public hearing on June 6, 2019, and recommends the City Council **approve** the variance request based on the following determinations:

1. The variance request **is** in harmony with the general purposes and intent of the ordinance.
2. The variance request **is** consistent with the Comprehensive Plan and the stated objective to support development of future commercial businesses.
3. The variance **does not** have an adverse impact on the protected waters of the state within the City of Menahga, specifically Spirit Lake.
4. The property owner proposes to **use** the property in a reasonable manner not permitted by Menahga Municipal Code 151.22.
5. The plight of the landowner **is** due to circumstances unique to the property not created by the landowners.
6. The variance **will not** alter the essential character of the locality of the property which is primarily commercial.

NOW, THEREFORE BE IT resolved by the Menahga Planning Commission that the Commission recommends the City Council **approve** the requested variance be issued to First English Lutheran Church to allow the following:

Paving of the east approximate 50' x 140' of Lots 13, 14, and 15 of Blk 6, Original Townsite to Menahga.

Passed and approved this sixth day of June 6, 2019.

All in favor, motion carried.

Main Motion: To accept the June 6, 2019 Planning Commission Meeting Minutes

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

2. Compensation Study

- Look into Sourcewell for helping update job descriptions and Compensation Study
- Look at getting quotes for having a company do a Rate Study
- Have employees help with their job descriptions

3. Accept Planning Commission Member Letter of Resignation

Main Motion: To accept letter of resignation from Sam Kicker for Planning Commission

Moved by:	Ellingson
Seconded by:	Keranen
Action:	Motion carried with a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

4. LMCIT Coverage Limit Waiver

Main Motion: To accept Liability Coverage – Waiver Form

Moved by:	Ellingson
Seconded by:	Keranen
Action:	Motion carried with a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

5. Authorization for Signing Privileges

Main Motion: To approve Curtis Kreklau Jr, Administrator and Tanya Edwards, Deputy Clerk as signers on the bank accounts.

Moved by:	Andreasen
Seconded by:	Ellingson
Action:	Motion carried with a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

6. Wadena County DAC Service Agreement

Main Motion: To approve agreement with the Wadena County DAC with adjusting the wages to \$6.40 per client per hour

Moved by:	Ellingson
Seconded by:	Andreasen
Action:	Motion carried with a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

7. Runoff at 1st and Balsam Planning Commission/Recommendation
8. Interim Staffing Timeframes

Main Motion: To end the employment of Alvina Kytta as of June 11, 2019. If Tanya Edwards needs her help Curt Kreklau can reach out to Alvina Kytta for assistance.

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried with a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

Main Motion: To end the employment of Char West as of June 22, 2019

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried with a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

9. Sunday, July 14, 2019 Liquor License for the Menahga VFW

Main Motion: To approve Sunday Liquor License for July 14, 2019 during Midsummer for the VFW

Moved by:	Andreasen
Seconded by:	Huebner
Action:	Motion carried with a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

M. Consideration of Bills

Main Motion: To Approve Bills as presented except for the duplicate bills


Moved by:	Andreasen
Seconded by:	Huebner
Action:	Motion approved by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

N. Adjournment

Main Motion: To adjourn at 8:03 pm

Moved by:	Ellingson
Seconded by:	Keranen
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None


Curt Kreklau Jr, City Administrator


Joanie Liimatta, Mayor