

**MEETING OF THE PEQUOT LAKES CITY COUNCIL
TUESDAY, MAY 3, 2016
PEQUOT LAKES CITY HALL**

Members Present: Mayor Sjoblad, Council Members Akerson, Karr, Loukota, and Pederson

Staff Present: Nancy Malecha, City Administrator/Clerk; Dawn Bittner, Zoning Specialist; Eric Klang, Police Chief; Mike Loven, Public Works Supervisor; and Tim Houle, City Engineer

1. Call Meeting to Order

Mayor Sjoblad called the meeting of the Pequot Lakes City Council to order at 6:30 p.m.

1.1 Pledge of Allegiance

Mayor Sjoblad led with the Pledge of Allegiance.

2. Consider Agenda

COUNCIL MEMBER LOUKOTA MOVED TO APPROVE THE AGENDA AS PRESENTED. COUNCIL MEMBER KARR SECONDED THE MOTION. MOTION CARRIED 5-0.

3. Consent Agenda

COUNCIL MEMBER AKERSON MOVED TO APPROVE THE CONSENT AGENDA AS FOLLOWS:

- 3.1. **APRIL 5, 2016 CITY COUNCIL MEETING MINUTES.**
- 3.2. **PAYMENT OF BILLS FROM APRIL 6, 2016 THROUGH MAY 3, 2016.**
- 3.3. **FINANCIAL REPORT ENDING MARCH 31, 2016.**
- 3.4. **LIBRARY REPORT FOR APRIL 2016.**
- 3.5. **RESOLUTION 16-10 ACCEPTING CONTRIBUTIONS FROM MARCH 25, 2016 THROUGH APRIL 26, 2016.**
- 3.6. **SPECIAL EVENT PERMITS FOR MARKET IN THE PARK, STARS & STRIPES, BEANHOLE DAYS, AND PEDAL PEQUOT.**
- 3.7. **LIQUOR LICENSE APPLICATION FOR BARAJAS MEXICAN GRILL AND CANTINA.**

COUNCIL MEMBER KARR SECONDED THE MOTION. MOTION CARRIED 5-0.

4. Open Forum

Lynne Clement, 4002 Blueberry Lane, Pequot Lakes, addressed the Council. She also introduced Sarah Blaeser from Latte'da Coffee and Tara Bundy from Leslie's. Ms. Clement requested that the City provide more public parking and restroom resources for the east side of Pequot Lakes. She noted that the City may want to consider purchasing the empty lot across the street from the Library or allow the public to use one of the Library's restrooms.

Sarah Blaeser stated that she has to provide a public restroom at her business and the utility costs skyrocket during the summer months.

Don Kremer, 28122 State Highway 371, Pequot Lakes, addressed the Council. Mr. Kremer requested the City use the street name of East Twin Trail for the new street segment between Olson Road and Pow Wow Point. Mr. Kremer noted that the residents along this segment as well as the East Twin Lake Association support this request.

Maury Graham, 5988 North Sluetter Road, Pequot Lakes, addressed the Council. Mr. Graham requested the City add North Sluetter Road on the capital improvement list of roads to be paved as it has been an issue for a long time. He noted that Anderson Brothers will be paving Highway 371 in the next two years and there could be huge cost savings for the City to consider if this Road was also paved during this time. Mr. Graham would like the Council to consider bonding for this project or begin the special assessment process.

5. Presentations

5.1. Highway 371 Expansion Project Update

Randy Shoen and Dave Domm from Mathiowetz Construction and Tony Hughes from MnDOT updated the Council on the Highway 371 Expansion Project. They noted that the County Road 11 detour will begin on May 18th and that more visible work will be taking place in the next few weeks. This Project is currently on schedule.

Mr. Shoen informed the Council that during their work on Derksen Road it was noted that a more formal ditch needs to be constructed. To do this, Mathiowetz Construction will need permission from the City to access their property. He would like to discuss this with Tim Houle and Mike Loven

and request Council approval prior to the end of this Council meeting as time is of the essence. The Council concurred.

5.2. 2015 City Audit Presentation

Mary Reedy from CliftonLarsonAllen reviewed the City's 2015 Audit Report with the Council. Ms. Reedy noted that the City is in good financial condition.

6. Planning and Zoning

6.1. Planning Commission Report

The April 26, 2016 Planning Commission Report and April 21, 2016 draft Planning Commission/Board of Adjustment minutes were received by Council.

Council Member Pederson questioned letters sent to Virgil Dahl as noted in the draft Planning Commission minutes. He stated the Mr. Dahl's property is reverting back to a property nuisance after being cleaned up by the City. Council Member Pederson would like this issue resolved sooner rather than later. Mayor Sjoblad and Council Member Pederson have both received complaints on this property.

Dawn Bittner informed the Council that she too has received complaints and Chief Klang has recently taken photographs for documentation purposes.

6.2. Request to Waive Land Use Fee

Dawn Bittner informed the Council that the Friends of the Pequot Lakes Library is requesting to waive the \$100 land use fee to pave the parking lot by the Library that is not on City property.

Mayor Sjoblad wondered if the Council approves this request will it be setting a precedence for future requests.

Council Member Pederson stated that this project will give more public parking for the City and this is what the business owners in attendance are asking for.

COUNCIL MEMBER LOUKOTA MOVED TO WAIVE THE \$100 LAND USE FEE FOR THE FRIENDS OF THE PEQUOT LAKES LIBRARY FOR

PARKING LOT PAVING NEXT TO THE LIBRARY. COUNCIL MEMBER AKERSON SECONDED THE MOTION. MOTION CARRIED 5-0.

7. Fire

8. Police

8.1. Minnesota Government Access (MGA)

COUNCIL MEMBER LOUKOTA MOVED TO ADOPT RESOLUTION 16-11 AUTHORIZING SIGNING AUTHORITY ALLOWING ACCESS TO MINNESOTA GOVERNMENT ACCESS (MGA) ACCOUNTS FOR ELECTRONIC COURT RECORDS AND DOCUMENTS. COUNCIL MEMBER PEDERSON SECONDED THE MOTION. MOTION CARRIED 5-0.

9. Public Works

9.1. Haul Roads for Highway 371 Expansion Project

The April 18, 2016 letter and map from Mathiowetz Construction were received by Council.

9.2. Street Name – Langenbau Road

Mayor Sjoblad noted that the Highway 371 City Coordination Team inadvertently missed naming a street segment last month. The street segment to consider is the cul-de-sac segment on the north end of the existing Highway 371 and the recommendation from the Team is to name this segment Langenbau Road.

COUNCIL MEMBER AKERSON MOVED TO APPROVE THE RECOMMENDED STREET NAME OF LANGENBAU ROAD AS PRESENTED BY THE HIGHWAY 371 CITY COORDINATION TEAM. MAYOR SJOBLAD SECONDED THE MOTION. MOTION CARRIED 5-0.

9.3. WWTF Row Irrigation Partial Payment Estimate No. 1

COUNCIL MEMBER AKERSON MOVED TO APPROVE THE PARTIAL PAYMENT ESTIMATE NO. 1 FROM BORDEN EXCAVATING IN THE AMOUNT OF \$125,664.57. COUNCIL MEMBER KARR SECONDED THE MOTION. MOTION CARRIED 5-0

MAYOR SJOBLAD MOVED TO ADD ITEM 9.5 – DERKSEN ROAD DITCH PERMIT TO THE AGENDA. COUNCIL MEMBER AKERSON SECONDED THE MOTION. MOTION CARRIED 5-0.

9.4. Sibley Lake Park Shoreline Restoration Project

Mark Jurchen informed the Council that the Sibley Lake Association was awarded a \$22,000 grant from Crow Wing Soil & Water Conservation District for the removal of steps and vegetation rehabilitation at Sibley Lake Park. The Association will act as the fiscal agent for this Grant and they are seeking Council affirmation to move forward with this project with the understanding that in-kind labor and equipment may be needed from the City's Public Works Department.

Council Member Akerson noted the limited amount of time available by the City's Public Works Department due to the Highway 371 Project. Mr. Jurchen stated that the Association will minimize the in-kind labor and equipment as much as possible.

MAYOR SJOBLAD MOVED TO SUPPORT THE SHORELINE RESTORATION PROJECT FOR THE REMOVAL OF STEPS AND VEGETATION REHABILITATION AT SIBLEY LAKE PARK. COUNCIL MEMBER PEDERSON SECONDED THE MOTION. MOTION CARRIED 5-0.

9.5. Derksen Road Ditch Permit

Tim Houle informed the Council that during construction and review of drainage on Derksen Road, Mathiowetz Construction needs to construct a more formal ditch. In order for this to occur, Mathiowetz Construction is requesting permission from the City to access their property.

COUNCIL MEMBER LOUKOTA MOVED TO GRANT MATHIOWETZ CONSTRUCTION TEMPORARY ACCESS TO CITY PROPERTY ALONG DERKSEN ROAD FOR THE CONSTRUCTION OF A DITCH. COUNCIL MEMBER AKERSON SECONDED THE MOTION. MOTION CARRIED 5-0.

10. Administration

The following items were received by Council.

- April 14, 2016 draft Park Commission minutes
- April 19, 2016 HRA minutes

10.1. Vision Statement for City

Mayor Sjoblad noted that the majority of the Council Members have submitted their vision statement ideas and he encouraged those who have not to do so. The consensus of the Council agreed to submit their ideas to the Thriving Communities Initiative Team to formulate a vision statement for the City.

11. Other Business

11.1. Pequot Points Report

Mayor Sjoblad asked the Council if they find value in the monthly Pequot Points report created by City staff and if it should be continued or discontinued. The consensus of the Council agreed to discontinue this monthly report.

Council Member Akerson requested to add East Twin Trail Street Name to the June Council agenda.

Nancy Malecha informed the Council that she handed out a copy of a letter received from Jack Schmidt regarding flag etiquette and Mr. Schmidt requested that the Council review his letter.

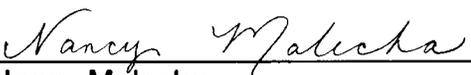
Council Member Pederson noted the Sibley Lake Park Playground will be installed on May 11th for those who wish to volunteer.

12. Adjournment

There being no further business, the meeting adjourned.

The meeting of the City Council adjourned at 7:42 p.m.

Respectfully submitted,



Nancy Malecha
City Administrator/Clerk



David Sjoblad
Mayor