

**MINUTES
REGULAR MEETING
MOOSE LAKE CITY COUNCIL
Wednesday, January 11, 2023, 4:00 pm; City Hall**

PRESENT: Mayor Ted Shaw, Council Members; Kris Huso, Walt Lower II, Doug Juntunen, Greg Sarvela, City Administrator Ellissa Owens, City Superintendent Phil Entner, Chief of Police Darren Juntunen, Deputy Clerk Ryan McKeon, Administrative Assistant Taylor Hansberry, Officer Chad Walsh, Liquor Store Manager Elaine Hennager

1. CALL TO ORDER

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

2. CONSENT AGENDA

- A. Minutes**
 - 1. Regular City Council Meeting – December 19, 2022
 - Motion made to approve the Minutes by Councilor Huso, seconded by Councilor Sarvela. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- B. Financial Reports**
 - 1. City Accounts Payable – **December 2022**
 - 2. City Financial Statements – **December 2022**
 - 3. Liquor Store - Profit & Loss Statement – **December 2022**
 - Motion made to approve the Financial reports by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Huso, Juntunen, Sarvela, 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 December 2022
 - 158 total calls.
 - Chief Juntunen introduced and welcomed Officer Chad Walsh – new full time officer.
 - Another new officer hiring is in the process.
- B. City Superintendent
 - a. Department Report December 2022
 - Water Department:
 - 1. The water department distributed 5.6 MG for the month of December
 - 2. GIS Mapping system
 - a. Engineer is reviewing previous collected data
 - 3. MDH Source water protection grant project
 - a. Phil stated the plan is to reapply for the exact same grant in March 2023
 - i. If successful we will put together a lining project for the 7th street lift station.
 - 1. Currently #4 on our well head protection plan hazards

Sewer Department:

1. Collection system
 - a. 10.0 MG collected in the month of November
2. Bridge Lift Station
 - a. Pump replacement scheduled for spring
3. Currently Random wastewater sampling and testing is happening
 - a. About four different areas of town
 - b. This is preliminary work for our Phosphorus Management plan and our Mercury Management plan.
 - c. Future discussions will have to happen if results are found to be of stronger concentration than household strength.

Street Department

1. 4th street road project
 - a. We are waiting on a couple stops signs.
2. Snow and ice removal is continuing.
 - a. Just a reminder about parking and city ordinances; vehicles need to be moved off the streets and sidewalks need to remain shoveled.
3. Reminder of MN State Statute 160.27, Sub division 5.
 - a. It is illegal to place or plow snow into or across a public right of way.

Cemeteries / Campground/ Park

1. Park
 - a. The punch list for maintenance items will start up again in the spring.
2. The Cemeteries
 - a. Columbarium is here and will be installed/placed sometime before April.
3. Campground
 - a. Campground is empty and closed down for the year.
 - b. Everything is winterized.
4. Arena
 - a. Mike and his staff are covering the needs of the arena.

The AWAIR Program

- a. First step of our safety program.
- b. Second step will be establishing a safety committee.
- c. Third step will be finding the necessary trainings per department needs.
 - i. All trainings will be online if possible and will consist of mainly safety videos online if possible.

C. Municipal Liquor Store

- a. Department Report December 2022
 - Open for the first time on January 1 at 3 p.m. Elaine stated it was definitely worth opening up that day.
 - E-Tabs switched companies, City continues to make 15%.
 - Inventory went well.

D. Technology/Library Department

- a. Monthly Update
 - No update

E. City Engineer

- a. Monthly Update- January 5, 2023 Meeting Minutes
 - Conference call was held instead of in person due to snow and other issues. Please see attached minutes for the topics discussed.

- F. Chamber of Commerce Updates
 - a. Monthly Update
 - Chamber has a new Executive Director, Michelle Anderson, who starts Monday, January 16.
 - Ice Bocce February 4.

5. PREVIOUSLY DISCUSSED BUSINESS

- A. Police District Exploration Discussion
 - Consensus given to move forward with discussion with Moose Lake Township.

6. NEW BUSINESS

- A. 2023 City of Moose Lake Fee Schedule
 - Motion made to approve the 2023 Fee Schedule by Councilor Lower, seconded by Councilor Huso. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- B. Minnesota Lottery – 2023 Annual Contract Renewal
 - Motion made to approve the 2023 Minnesota Lottery Annual Contract Renewal by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- C. City of Moose Lake – AWAIR Program
 - Motion made to adopt the AWAIR Program by Councilor Huso, seconded by Councilor Sarvela. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- D. 4th Street Reconstruction Project – Veit & Company, Inc. Change Order No. 3
 - Motion made to approve change Order No. 3 by Councilor Juntunen, seconded by Councilor Sarvela. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- E. 4th Street Reconstruction Project – Veit & Company, Inc. Pay Application No. 5
 - Motion made to approve Pay Application No. 5 by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- F. TH 73 Trail Project – Ulland Brothers Pay Application No. 8, Final
 - Motion made to approve Pay Application No. 8, Final from the recommendation of the County and through the one-year warranty that all items will be fixed, by Councilor Juntunen, seconded by Councilor Lower. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- G. SIU Agreement – Draft Memorandum
 - Phil presented to Council. Ordinance No. 127 is also attached. Informational. More discussions will be had with other entities including MSOP and DOC.
- H. Resolution 23.01.01 – Business Authorization Resolution
 - Motion made to approve Resolution 23.01.01 by Councilor Juntunen, seconded by Councilor Huso. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- I. Lease Agreement – Moose Lake Area Hockey Association
 - Motion made to approve Lease Agreement by Councilor Huso, seconded by Councilor Juntunen. Vote: Yes – Huso, Juntunen, Sarvela, Lower. No – 0
- J. Moose Lake Campground – Seasonal Tent Site Discussion
 - Request received from community member requesting tent site be available for seasonal rental. There are a couple of obstacles associated with granting this; tent sites are subject to flooding, the fireworks display needs this tent place for display.
 - Officer Juntunen does not support this request. City Superintendent also does not support this request.
 - Consensus given to reject this request.

K. Ordinance 169 – An Ordinance Licensing and Regulating the Keeping of Cats and Dogs

- Taylor shared the modification of Ordinance 169. This is the first reading.

7. REPORTS AND CORRESPONDENCE

A. City of Moose Lake Loss Control Field Visit – February 7, 2023

8. COMMITTEE AND BOARD MEETING MINUTES

A. Moose Lake Area Fire District – December 13, 2022

B. Park Board Regular Meeting Minutes – January 9, 2023

9. ANNOUNCEMENTS

Regular Moose Lake City Council Meeting, Wednesday, February 8, 2023 - 4:00 p.m. Moose Lake City Council/Town Board Chambers.

Moose Lake Economic Development Authority, Wednesday, January 18, 2023 – 12:00 p.m. City Conference Room

Moose Lake Water and Light Commission, Regular Meeting– Tuesday, January 17, 2023 – 1:00 P.M. Water and Light Office.

Moose Lake Housing and Redevelopment Authority Board – Monday, February 13, 2023 – 11:00 A.M. Hillside Manor Office.

Moose Lake Area Fire District – February 14, 2023 - 6:30 p.m. – Emergency Response Center.

Moose Lake Park Board Meeting – Monday, March 6, 2023 – 5:00 p.m. City Council/Town Board Chamber.

10. ADJOURNMENT

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

Recorded by: Paula Arnold