

## City of Battle Lake City Council Minutes

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The Battle Lake City Council met in regular session Tuesday, February 12, 2013 at 7pm at City Hall. Present were Mayor Chuck Reeve and Council members Bob Wasson, Marjorie Quammen, Janet Ruhland and Ryan Christensen. Also present was city attorney JJ Cline.

The meeting was called to order and the agenda approved as presented. M-Ruhland, S-Wasson, M/C.

Jeremy Anderson with Design Tree Engineering presented updates on several current projects as follows:

\*Glendalough bike trail and Halverson Park trail - project memos have been submitted to MNDOT for comments; plans are to advertise and open bids in May with construction beginning either in June or July.

\*Highway 78 project - water/sewer improvements have been incorporated into MNDOT's plans with bids to be opened in April and construction starting in July or August; downtown Battle Lake improvements to begin around August 19<sup>th</sup>; there will be a business liaison to coordinate with local businesses to ensure that customers have access throughout the project.

\*Natural Gas project - updated costs from Great Plains will be obtained following a drive-thru with a contractor tomorrow to look at different routes; plans are to have a proposal ready for the Council at the March 11 meeting; the Natural Gas Committee recently met with Henning city officials to discuss service areas, connection fees etc. Bonding and payment time-lines were also discussed.

The 01/08 and 01/22 minutes were approved. M-Ruhland, S-Christensen, M/C.

Treasurer's report was reviewed and approved. M-Christensen, S-Ruhland, M/C.

The Extra Hour Report was reviewed with every Department reporting either holiday time or overtime hours in January.

Liquor Store report was reviewed and manager Cody Munsell reported good sales in January; he also reported having some computer/server issues requiring service.

Police Chief Kent Kortlever reported on January activities, informed the Council of additional mechanical problems with the Squad car and noted that Officer Johnson is currently away for 2 weeks for National Guard duty. Kortlever also distributed information on NIMS training for elected officials and reminded everyone of the March 28 table-top exercise.

Rescue Squad Captain Joyelle Hill presented the monthly report with 12 runs in January; she also reported that jackets for squad members were purchased and a recent training event was cancelled due to weather.

Fire Chief John Salvevold gave a training update and reported no calls in January. The Council authorized up to \$1000 for the annual Firemen's Dinner March 6 at the Community Center. M-Ruhland, S-Quammen, M/C. He also presented a draft amendment to the Departmental Regulations; following discussion and minor changes, the amendments were approved. M-Wasson, S-Quammen, M/C.

Public Works Director Steve Seufert presented and the Council approved a proposal for services in 2013 from Pro Sweep Inc. M-Ruhland, S-Quammen, M/C. Repairs to the wet well for approximately \$2500 were also approved for the lift station adjacent to Stub's. M-Christensen, S-Quammen, M/C. Seufert also reported getting a request for snow removal on an area of sidewalk on Summit Street where there is an uninhabited house. Following discussion, Seufert was authorized to have the work completed by a contractor at City cost, since it is a school route. M-Wasson, S-Ruhland, M/C with Quammen and Christensen opposed.

The Project List was reviewed and it was noted that some Fire & Rescue insurance issues are still under review by the city attorney and Chief Salvevold was directed to bring personnel files to City Hall.

**Committee Reports: BL Motor Patrol**-minutes from the 1/7 meeting were reviewed; Quammen reported on the 2/11 meeting stating that costs for sand/salt have gone up. **BL Area Fire & Rescue**-financial reports from the 1/17 meeting were reviewed; Public Works Director Steve Seufert who attended the last meeting reported there seems to be interest in disbanding; Reeve recommended moving forward to explore the possibility of the City constructing a Fire Hall and contracting with Townships for fire services, citing lack of progress on that issue and recent contentious meetings; there was discussion on costs for the City to take that direction, a possible change in formula for allocating costs and the need for an orderly transition. City attorney JJ Cline stated that city fire contracts with townships are fairly common and also laid out options for withdrawing and/or dissolution of the Association. Reeve suggested that financial impact be researched and agreed to bring the topic up for discussion at the BLAFRA meeting next week. **Parks**-Quammen reported on the 1/28 meeting at which there was discussion on park signs to be installed after trail construction is complete; a recommendation on a park signage concept was discussed and

approved. M-Quammen, S-Wasson, M/C. The next meeting is scheduled for 3/25 when sign materials, costs and designs will be discussed further. **Arts Advisory**-reports on 1/17 & 1/31 meetings were reviewed; several Council members commented on the proficiency of this group. **LADA**-President Keith Baldwin was not present; former Treasurer Kurt Maethner indicated that a financial report was not available at this time. There was discussion on LADA's recent activities with some Council members citing an apparent lack of productivity and departure from the initial purpose of the group. It was noted the annual contract with the City is up for renewal April 1 and discussion on that issue will be on the agenda at the next Council meeting. **LACC**-01/14 minutes reviewed and Ruhland reported a continued high activity level and heating cost reduction after installation of a new furnace very beneficial. Claims were approved for payment in the amount of \$95,648.00. M-Ruhland, S-Wasson, M/C.

Public Works Director Steve Seufert presented quotes obtained through MN Rural Water's Fleet Central program, for a new public works vehicle to replace a 1997 Dodge utility truck with a number of mechanical issues. Following discussion the Council authorized Seufert to proceed with the purchase of a 3/4T Ford pickup at \$21,497. M-Ruhland, S-Wasson, M/C.

Mayor Reeve, Council member Wasson and the Clerk-Treasurer were appointed to a Selection Committee for the Part-Time Temporary Clerical Assistant position, with the Deputy Clerk serving as personnel representative.

The Council acknowledged a State gambling permit application by Ducks Unlimited for a raffle at Stub's on April 18<sup>th</sup>, with no waiting period and waived fees. M-Ruhland, S-Christensen, M/C.

A temporary on-sale liquor license was approved for the BL Fire Department with documentation of liability insurance, for their annual appreciation dinner with license fee waived. M-Christensen, S-Ruhland, M/C.

The 2012 Revenue Report was reviewed noting tax collection and other income comparisons over the past three years.

2012 Enterprise Fund cash basis income statements were reviewed noting another profitable year for the Liquor Store and lower fund balances for both Water and Sewer funds due to higher than normal repair and maintenance expenditures. The audited financial statements for 2012 will be presented to the Council later this year.

A Safety & Loss Control Workshop in Alexandria March 27 was noted; pre-registration is required.

The next meeting will be Monday, March 11 at 7 pm (changed from Tuesday, March 12 due to township elections).

The meeting adjourned at 8:30pm. M-Ruhland, S-Wasson, M/C.

Wanda Berg-Vorgert  
Clerk-Treasurer