

The Battle Lake City Council met in regular session on Tuesday, July 11, 2017 at 7:00 p.m. at the Battle Lake City Hall. Mayor Gene Kelm called the meeting to order at 7:00 p.m. with Council members John A. Salvevold, Don Maslow, Marjorie Quammen, and Ryan Christensen present. Also present were City Attorney, JJ Cline; Deputy Clerk/Treasurer, Karalee Brandner; Police Chief, Kent Kortlever; and Public Works Superintendent, Steve Seufert. Additional visitors were also in attendance.

The Pledge of Allegiance was recited.

Maslow moved to approve the agenda. Christensen seconded. MCU

Visitors

Jay Johnson, Abbi Bizzett Johnson, and Todd Broyles with the Prospect House Civil War Museum were in attendance to discuss their request to fire the cannon as part of their Grand Opening of the Civil War Museum. There was discussion both in support of Prospect House, and concern over the noise caused by firing of the cannon. There was also discussion about the strength of charge, with last year's cannon being loaded with ½ charge. Abbi requested permission to fire the cannon 5 times over the course of the day. Christiansen made a motion to allow the cannon to be shot 3 times with ¼ charge during the celebration. Quammen seconded. MCU

Prospect House Civil War Museum Cannon Request

Chris Schuelke with the Otter Tail County Historical Society was in attendance to discuss previous and upcoming events. Currently they are hosting a special exhibit, Otter Tail County in World War I. This past year they offered programs for the 3rd, 10th and 12th graders at Battle Lake School, which were well received. There will be a Walking Tour of Historic Downtown Battle Lake on Friday, July 21 at 7 pm. Next year (2018) will mark Otter Tail County's 150th anniversary, and he is working with Network Battle Lake on events to commemorate the anniversary. Chris thanked the Council for their previous financial support. Christensen made a motion to match last year's donation of \$500 this year. Quammen seconded. MCU

Otter Tail County Historical Society

Sandy King with West Central Initiative was in attendance to thank the City for its previous donations and ask for continued financial support. Sandy noted that one of the areas that they are currently focusing on is the childcare shortage. Currently they have a very successful program for existing daycare providers to repair and/or replace supplies and equipment. Quammen made a motion to donate \$500 to WCI. Christensen seconded. MCU

West Central Initiative

Jade Berube with Apex Engineering came to update the City on projects that he has been working on with City staff. He and Seufert have completed the first draft of mapping of the City's water and wastewater systems. Jade has also been working on maps of Battle Lake showing amenities and parking areas that can be distributed to area business's and placed in information kiosks when they are installed. They will also begin looking at the project on Lake Shore & North Shore so plans can be made and grant funding applied for. Kelm questioned if Jade will be coming to every council meeting or just providing a written report. Jade said it is up to the council what they would prefer.

Apex Engineering

Salvevold moved to approve the consent agenda:

- *Treasurer's Report*
- *Minutes, as amended*
- *Claims List with bills totaling \$368,880.46*
- *Extra Hours Report*
- *Quarterly Report*
- **ALL SPECIAL EVENT PERMITS APPROVED CONTINGENT ON RECEIVING ALL APPROPRIATE PAPERWORK:**
 - *Special Event Permit Application – Boppa's Popcorn for Wenonga Days – July 22, 2017*
 - *Special Event Permit Application – Gathering of the Pilots – September 2, 2017*

Consent Agenda

Maslow seconded. MCU

Quarterly Project List

Discussion was noted on the following:

- Wellhead Protection Plan - Seufert will be working to update this.
- Tri City Housing group – Kelm was very supportive of this group and believes that it is very beneficial to each of the communities in it. Quammen noted that the credit for the creation of this group should be given to Mike Henkenius, who recognized a need for our communities to group together to work on issues that affect all of our communities.
- Housing Development – the Paulson Water Station Apartments are ready for occupancy and some units have already been rented and are occupied. The Krenz project is well under way with one of the units already being rented.
- Ordinance & Policy - updates are ongoing.
- Trails – Discussion was held regarding the open house in June, noting approximately 30 guests in attendance. Seufert noted that the trail along Lake Shore Drive is only 8 feet wide and we should look into widening that to the standard 10 feet wide as a part of the upcoming infrastructure project on that street.

Quarterly
Project List

Liquor Store Report: Written report received.

Freyholtz was unavailable for report. Council will be looking forward to his report on Sunday liquor sales next month.

LQ Report

Police Department Report: Police Chief Kent Kortlever reported on May activities, mileage and training.

PD Report

Rescue Squad Report: Written report received.

Rescue Squad

Fire Department Report: Written report received.

Fire
Department

Public Works Report: Seufert noted the following:

- Fire hydrant located by Larry's foods that was leaking has been repaired and is back in service.
- Fire hydrant located by the Rusty Nail has been repaired.
- New steamer nozzles have just arrived, but are not installed yet.
- The hydrant meter for bulk water sales has arrived.
Maslow made a motion to accept the quotes for the gravel on the City's unpaved streets from Don Schmidt for \$3500 for 300 cubic feet. Quammen seconded. MCU
- The City's unmaintained alleys have become an issue. Residents are placing debris in them to prohibit people from walking or riding bike through them. Cline advised that Seufert walk them once a year to ensure that they are safe and passable. Cline also advised Seufert to keep a log of when they were inspected. If there are complaints about specific alleyways, those should be followed up on by the Police Department.
- Holdt Street alley has some trees to be removed. They used to be on private property, but due to the adjustment of property lines in that area, they are now located in the City's alley. Cline advised City staff to look into the State Statutes, provide notice (if required) and proceed with the tree removal.
- There are property owners that are mowing the city property adjoining the bike path. Seufert has received complaints that this is killing off the prairie grass. He asked if the council would like him to send a letter requesting that people not mow these areas. Council chose to take no action at this time, and advised Seufert that if he receives complaints to refer them to Mayor or Council.
- Emergency warning siren at Halvorson Park does not work. The broken part has been removed and sent in for repair. Kortlever believed that it was working during last week's test, he will ask for the County to activate it to confirm that it is working.

Public Works
Report

COMMITTEE REPORTS:

BL Motor Patrol – minutes received. Christensen reported that the new road grader is in. The building contractor has to come back and repair a couple issues. There is possibly a leak in the roof, and there are some bad door gaskets. The remaining \$13,000 is still in the building fund, at this time there have been no decisions made on what to do with it.

BL Motor
Patrol

BL Area Fire & Rescue – minutes received. Maslow reported on the last meeting. They have ordered the new “grass rig”. Railing needs to be installed on the sidewalk area adjacent to the building to keep skateboarders off. The following new hires for rescue squad have been approved: Theresa Ukkelberg, Michael Werner, Brett Feda, and Lily Johnson. BLAFRA has not approved the changes to the rescue regulations at this time, and therefore the hiring of Alexis Newark and Elias Blees will be delayed until BLAFRA approves the changes to the Rescue Squad regulations.

BLAFRA

LACC: Kelm noted that Thursday night concerts and turtle races are ongoing.

LACC

Tri-City Housing Meeting – Minutes received. They are brainstorming ideas to celebrate Otter Tail County’s 150th celebration next year.

Tri-City

Economic Development Authority: Minutes and financials received.

EDA

Safe Routes to School/Bicycle Advisory Committee: Minutes received – Brief discussion on the possibility of applying for a grant for a portion of the Ashby to Battle Lake trail.

SRTS

UNFINISHED BUSINESS:

No word from MnDOT on the Limited Use Permit.

MN Dot

Request from Elle Grewe, to have plywood sheets installed at the tennis court for a bounce back area. Upon inspection of the current fence at the tennis court it was decided by the council that it is unable to support the additional weight/wind drag that the bounce back structure would create. Council requested a letter be sent to Elle thanking her for her request and explaining the reasoning of its denial. Brandner will draft one and mail it to her.

Tennis Court

Battle Lake to Ashby Trail Open house. Went well with approximately 30 people attending.

Open House

NEW BUSINESS

NSF Fee. It was discovered that the City had been overcharging for NSF check fees. State statute limits the amount to \$30, and we had been charging \$35. Christiansen made a motion to change the non-codified ordinance #2017 to reflect this change. City staff will look back to refund the overage back and will have a report for council at the next meeting.

NSF Fee

Christiansen made a motion to approve the raffle request from the Battle Lake Area Sporting Club on February 10, 2018. Quammen seconded. MCU

Sportsman’s Club

Quammen made a motion to approve the special event permit from the Civil War Museum. Maslow seconded. MCU

Civil War Museum

A letter from the League of MN Cities informing the City of Senator Bill Ingebrigtsen’s recognition as League of Minnesota Cities Legislator of Distinction for 2017 was received.

Ingebrigtsen Letter

Next council meeting will be held on July 25th at 7:00 p.m. for the Paul Boyum TIF hearing.

Adjourn at 9:00 p.m.

Karalee M. Brandner – Deputy Clerk/Treasurer