

CITY OF EAGLE LAKE
FEBRUARY 3, 2020
CITY COUNCIL MEETING AGENDA
Council Chambers, 705 Parkway Ave at 6:00 p.m.

The City Council is provided with background information for agenda items in advance by staff, committees and boards. Many decisions regarding agenda items are based upon this information, as well as: city policy and practices, input from constituents and a Council Members personal judgment. If you have any comments, questions or information that has not yet been presented or discussed regarding an agenda item, please ask to be recognized by the Mayor during the "Open Public Comments" section on the agenda. Please state your name and address for the record. All comments are appreciated.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

_____ Auringer _____ Short _____ Steinberg _____ Terrell _____ Ries

OPEN PUBLIC COMMENTS

Persons may take one opportunity to address the council for **three minutes** on a topic not on the agenda. Persons commenting on consent agenda may use this opportunity to speak. There will be no discussion or action taken at that time. This is merely to inform the City Council of your issue(s) or concern(s) and for City Staff to do further research.

APPROVAL OF THE AGENDA

APPROVAL OF MEETING MINUTES

Pg. 3

- City Council Meeting Minutes of January 6, 2020

CONSENT AGENDA

1. Monthly Bills	Pg. 8	2. Treasurer's Report	Pg.
3. Police Report	Pg. 48	4. Fire Report	Pg. 52
5. Public Works Report	Pg. 53	6. Building and Zoning Permits	Pg. 54
7. Gambling Report	Pg. 55	8. Resolution 2020-07 Resignation of Rick Rosenbauer from PT Police Department Roster	Pg. 63
9. Resolution 2020-08 Setting Election Judge Wages	Pg. 64	10. Resolution 2020-09 Promoting Logan Peterka to Full-Time Police Officer	Pg. 65
11. Resolution 2020-10 Increasing the Per Year Payout for Service for Fire Relief Association	Pg. 67	12. Resolution 2020-11 Resignation of Darryl Metzler from Fire Department	Pg. 68
13. Resolution 2020-12 Appoint Steven Heitner to Fire Department Active Roster	Pg. 69	14. Pay Estimate #4 Watermain Looping Project	Pg. 70
15. Annual Step Increases for Eligible City Staff	Pg. 74		

PRESENTATIONS

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

1. Schedule Public Hearing to Amend Section 13.120 of Chapter 13 of City Code Relative to Tobacco Sales Raising the Age to Purchase from 18 to 21 Pg. 75
2. Schedule Public Hearing to Amend Section 4.115 of Chapter 4 of City Code Relative to Recreational Vehicle and Trailer Parking Pg. 77
3. Appraisal of City Owned Lots for Sale Pg. 79
4. Impound Agreement with All Pets Pg. 82
5. Agreement with Unpaid Intern, Conner Jakes Pg. 84

CITY ADMINISTRATOR REPORT

1. Motorsports Park Project and EAW Update Pg. 88
2. February 8th Winter Event at Lake Eagle Park Pg. 89
3. Letter from SMIF Pg.

COUNCIL MEMBER'S REPORT

1. CER Advisory Council (Council Member John Ries)
2. All Seasons Arena (Council Member Garret Steinberg)

ANNOUNCEMENTS

- Next Regular **City Council** Meeting – March 2, 2020 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **EDA** Meeting – February 27, 2020 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Park Board** Meeting – February 13, 2020 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Planning Commission** Meeting – February 24, 2020 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave

ADJOURN INTO CLOSED SESSION. The meeting will be closed as permitted by section 13D.05, subdivision 3 (a), to complete the annual performance evaluation of the city administrator, Jennifer J. Bromeland.

ADJOURNMENT

**CITY OF EAGLE LAKE
JANUARY 6, 2020
CITY COUNCIL MEETING**

CALL TO ORDER

- Mayor Pro Tem Ries called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

- The Pledge of Allegiance was said.

ROLL CALL

- Council Members present: John Ries, Dennis Terrell, Ryan Short and Garrett Steinberg.
- Staff present: City Administrator Jennifer Bromeland, Police Chief John Kopp, Public Works Director Brian Goettl, Fire Chief Dan Ruschmeyer and Deputy Clerk Kerry Rausch.

PUBLIC COMMENTS

- Erin Guentzel, 60374 224th Lane, Madison Lake, stated she started a petition on Facebook regarding the proposed Motorsports Park and mentioned her concerns that the proposed project is different than what was presented. She also stated that she does not feel the traffic study was in depth enough and that she does not trust the developer and is seeing red flags.
- Mike Guentzel, 60374 224th Lane, Madison Lake asked about an invoice that indicates the city is paying for engineering costs of this project when it was previously stated the city would not be paying for the project. Administrator Bromeland explained that she inquired about the invoice and that the notation on the bill was misleading and that this was an error on the bill and that she has email documentation from the engineering firm stating such.

APPROVAL OF THE AGENDA

- Council Member Short moved, seconded by Council Member Terrell, to approve the agenda. Motion carried with Council Members Terrell, Short, Steinberg and Mayor Pro Tem Ries voting in favor.

APPROVAL OF MEETING MINUTES

- Council Member Steinberg moved, seconded by Council Member Short, to approve the December 2, 2019 meeting minutes. Motion carried with Council Members Terrell, Short, Steinberg and Mayor Pro Tem Ries voting in favor.

CONSENT AGENDA

- Council Member Terrell moved, seconded by Council Member Steinberg, to approve the consent agenda.

Monthly Bills	Treasurer's Report	Police Report
Fire Report	Public Works Report	Building & Zoning Permits
Gambling Report	Resolution 2020-01 Designating Official Depositories	
Resolution 2020-02 Designating Official Newspaper		
Resolution 2020-04 Accepting Resignation of Zach Birr		
Appoint John Ries as Mayor Pro Tem		
Resolution 2020-05 Appointing Election Judges		
Resolution 2020-06 Accepting Resignation of Teila Baynes		
Contractor's Pay Request No. 3 for Water main Looping and Utilities Improvements Project		

- Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem Ries voting in favor.

ADJOURN TO CLOSED MEETING

- Due to attorney-client privilege to discuss pending litigation involving the City's rental license ordinance the meeting has been requested to be closed.

- Council Member Short moved, seconded by Council Member Terrell, to close the meeting. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem Ries voting in favor.
- Council Member Terrell moved, seconded by Council Member Short, to reopen the meeting. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem Ries voting in favor.

PRESENTATIONS

1. Spencer Kolles, Eagle Lake Fire Department: Fire Department Response Time
 - Spencer Kolles presented the proposed amendment addressing fire department members response time. The current policy requires members to have a primary residents within five (5) minutes of the Eagle Lake Fire Station or work full time within three (3) minutes of the Eagle Lake Fire Station (Department standards indicate full time employment as not less than thirty-two (32) hours per week. The proposed amendment would change the response time to seven (7) minutes from their resident or full-time employment.
 - Council Member Terrell moved, seconded by Council Member Steinberg, to change the fire department's response time to seven (7) minutes from residence or full-time employment. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem Ries voting in favor.

PUBLIC HEARING

- None

OLD BUSINESS

- None

NEW BUSINESS

1. Extension of Temporary Rental License for 304 LeRay Avenue
 - Mariah Chapman has requested the first extension of her temporary rental license for her property located at 304 LeRay Avenue. The requirements of a temporary rental license are being met.
 - Council Member Short moved, seconded by Mayor Pro Tem Ries, to issue the first six-month extension of the temporary rental license. Motion carried with Council Members Terrell, Short, Steinberg and Mayor Pro Tem Ries voting in favor.
2. Fire Department Response Time
 - Addressed under Presentations
3. Request from Resident for City to Consider Accepting Donation of a Church Pew
 - Don Schroeder, Eagle Lake resident, has a church pew that he is currently in the process of offering for sale. Mr. Schroeder has offered to donate the pew to the city if he is unable to sell it. The pew measures 11'9".
 - Council indicated their appreciation for this offer but feel that this is not a donation they can accept.
4. Overview of Hiring Process and Timeline for New Full-Time Police Officer
 - The City will utilize the services of MN Valley Council of Governments to assist with the hiring process. An internal posting will be released on January 7, 2020 and close on January 17, 2020. Interviews will likely take place the following week, with the possibility of a recommendation to hire at the February 3, 2020 City Council Meeting.
 - Concurrently, three applications have been received to date for part-time police officer positions. A review of applications and interviews will take place shortly, again with the possibility of a recommendation to hire at the February 3, 2020 meeting.
5. Proposal to Resurface Tennis Courts and Stripe for Pickleball
 - Surface Pro has submitted a proposal to resurface the tennis courts and paint pickleball stripes at a cost of \$16,500. The resurfacing work should take approximately one-week, weather permitting. The Park Board has recommended the resurfacing project and has funds set aside for this purpose.
 - Council Member Steinberg moved, seconded by Council Member Short, to authorize the resurfacing of the tennis courts and accept the proposal from Surface Pro. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem voting in favor.

6. Purchase of Zero Turn Mower for parks Department

- A bid has been received from Bauer's Specialty Sales in the amount of \$10,349.69 for a 72 inch zero turn Country Clipper mower. This mower would be used in the parks and would hold the hill well. The two John Deer mowers would still be utilized for mowing and sweeping.
- Council discussion included the possibility of hiring two seasonal employees for summer mowing if needed.
- Council Member Terrell moved, seconded by Council Member Steinberg, to approve the purchase of a 72-inch Country Clipper mower from Bauer's Specialty Sales. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem Ries voting in favor.

7. Purchase of Bobcat 5600 Toolcat and Attachments for Parks, Street, Storm Sewer Departments

- Bobcat has provided a quote for a Bobcat 5600 Toolcat in the amount of \$51,740.60 and a quote for a 68" angle broom, 60" sweeper, and 66" root grapple attachments in the amount of \$9,337.80 for a total of \$61,079.40.
- The attachments would be able to be utilized on both the Toolcat and the John Deer.
- If approved the street, park, and storm departments would share the cost which would come out of capital outlay.
- Discussion included if this equipment would allow staff to clean sidewalks as needed, which it would. Council directed staff to see if they could get both types of tires.
- Council Member Terrell moved, seconded by Council Member Steinberg, to approve the purchase of the Bobcat 5600 Toolcat and the attachments presented. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem voting in favor.

8. Resolution 2020-03 Adopting Proposed Fee Schedule

- The proposed 2020 fee schedule was presented. Discussion included establishing new charges for peddler's licenses. Council indicated the fee for peddler's licenses should be \$100 for an annual license with a \$50 investigation fee. These licenses would not be prorated.
- Chief Kopp asked that Civil Stand By fees be re-established. Council directed staff to set the fee for civil standbys at the last established rate.
- Council Member Short moved, seconded by Council Member Steinberg, to approve the 2020 Fee Schedule as presented with the above-mentioned changes. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem Ries voting in favor.

9. Planning Commission Recommendation Approving Variance Request for 520 S Agency Street

- The Planning Commission held a public hearing on the variance request for a detached accessory structure located 520 S. Agency Street and is recommending Council approval.
- Council Member Short moved, seconded by Council Member Terrell, to approve the variance request made by Jeremy Horkey of 520 S. Agency Street. Motion carried with Council Members Terrell, Short, Steinberg, and Mayor Pro Tem Ries voting in favor.

CITY ADMINISTRATOR UPDATE

1. Letter from Blue Earth County Sheriff's Office Notifying of New Annual Flat Fee for Acting as the Eagle Lake Police Department's Records Division Since 2008
 - A letter from the Blue Earth County Sheriff's Office has been received notifying the city they will be changing to an annual flat fee for records services.
2. Recap of Recent Televising Work of Abandoned Sewer Line
 - The report has been received and Administrator Bromeland will send copies of it to Bolton and Menk and Blue Earth County
3. Music on Parkway
 - Administrator Bromeland, Council Member Steinberg, Mayor Auringer met with members of the Eagle Lake Community Development Foundation to plan at least three Music on Parkway Events this summer. The events will be located on the city property located at 301 and 305 Parkway Avenue. More information will be coming as plans are made.

COUNCIL UPDATE

- Council Member Short inquired about the dredging of the creek along 598th Avenue. This past year saw no flooding issues. There is an area along the Wangen Path development that needs clearing to improve water flow.
- Mayor Pro Tem Ries acknowledged the Eagle Lake Elementary School's thank you for sponsoring open gym.
- Mayor Pro Tem Ries inquired about the use of trail cameras in the park. Such cameras do not work well for security purposes.
- Administrator Bromeland will set up a meeting with the motorsports developer and the city's attorney regarding placement of utilities.

ADJOURNMENT

- Council Member Terrell moved, seconded by Council Member Short, to adjourn the meeting at 7:34 p.m. Motion carried with Council Members Terrell, Short, Ries and Mayor Pro Tem Ries voting in favor.

Tim Auringer, Mayor

Kerry Rausch, Deputy Clerk

**CITY OF EAGLE LAKE
PARK BOARD MEETING
THURSDAY, JANUARY 9, 2020**

Call to Order: The meeting was called to order by Chairperson Bridget Larson at 6:49 a.m.

Members Present: Bridget Larson, Beth Rohrich, Ryan Short and Joan Back.

Staff Present: Jennifer Bromeland, Brian Goettl, and Kerry Rausch

Treasurer's Report

The treasurer's report was presented.

Business

1. Planning for Free February 8th Winter Activities Event at Lake Eagle Park
 - Due to the lack of snow discussion included that this event would take place regardless of snow levels and alternate activities were discussed.
 - Nicollet Bike and Ski will provide snowshoes and will be included on promotional materials
 - Event will be held from 2:00 – 4:00 pm on Saturday, February 8, 2020
 - City staff will look into safety concerns along Thomas Drive and will determine how best to during this event and implement necessary road safety measures.
 - Administrator Bromeland will contact community education and recreation.
 - Four fire pits are available for the event.
 - Refreshments will be served in the warming house.
 - A promotional flyer will be sent home with elementary school students.

2. Recap of 2nd Annual Holiday Lights Contest
 - Jeremy Horkey, Bridget Larson and Jennifer Bromeland judged the lights decorating contest. KEYC picked up the story and interviewed Chairperson Larson and City Administrator Bromeland.
 - Review of this year's contest process included enhancements for 2020 which include earlier and more promotion, additional categories, have a community choice award and the possibility of awarding prizes.

3. Tennis Court Resurfacing Scheduled for Spring 2020
 - Surface Pro submitted a quote of \$16,500 to resurface and strip the tennis courts, including pickleball stripes. City Council has approved proceeding with these repairs. The work will take about one week, weather permitting.

City of Eagle Lake

*Check Summary Register©

January 2020

Name	Check Date	Check Amt	
10100 Cash			
1219e FURTHER	1/2/2020	\$17,875.00	1ST HALF YEAR CITY CONTRIBUTION
1220e PSN	1/3/2020	\$407.17	DECEMBER 2019 FEES
1221e MN DEPT OF LABOR & INDUSTR	1/3/2020	\$712.56	4TH QTR 2019 SURCHARGE FEES
1222e MN DEPT OF REVENUE	1/3/2020	\$1,544.00	DEC SALES & USE TAX
1223e AFLAC	1/7/2020	\$170.88	DECEMBER 2019 PREMIUM
1224e PERA	1/7/2020	\$4,250.94	BW PA 01-09-20
1225e FURTHER	1/7/2020	\$434.62	BW PA 01-09-20
1226e PERA	1/21/2020	\$4,173.13	BW PA 01-23-20
1227e FURTHER	1/21/2020	\$434.62	BW PA 01-23-20
1228e PERA	1/28/2020	\$32.50	MO 01-20 PA
42329 AFLAC	1/3/2020	\$0.00	DECEMBER 2018 PREMIUM
42330 AMERIPRIDE SERVICES INC	1/3/2020	\$100.66	
42331 BADGER METER	1/3/2020	\$92.10	DECEMBER 2019 HOSTING SERVICE
42332 BLUE EARTH COUNTY LICENSE	1/3/2020	\$154.00	1986 FORD
42333 CENTER POINT ENERGY	1/3/2020	\$631.52	2019 November-December charges
42334 COALITION OF GREATER MN CI	1/3/2020	\$5,714.00	2020 DUES
42335 DELTA DENTAL OF MN	1/3/2020	\$688.70	2020 JANUARY CHARGES
42336 EAGLE EXPRESS	1/3/2020	\$473.83	DECEMBER 2019 FUEL
42337 EHLERS	1/3/2020	\$193,868.75	REFUNDING BOND SERIES 2013A
42338 FREE PRESS	1/3/2020	\$293.88	ANNUAL SUBSCRIPTION
42339 GOPHER STATE ONE CALL	1/3/2020	\$6.75	
42340 HARTMAN, ANDREW	1/3/2020	\$182.74	BOOTS REIMBURSEMENT
42341 MATHESON TRI GAS INC	1/3/2020	\$45.13	
42342 MN CHIEFS OF POLICE ASSOC.	1/3/2020	\$485.00	ETI REGISTRATION-KOPP
42343 MN STATE FIRE DEPT ASSOC.	1/3/2020	\$225.00	2020 MEMBERSHIP DUES
42344 NORTHLAND SECURITIES	1/3/2020	\$61,457.50	GO CROSSOVER REFUNDING BOND SERIE
42345 SOUTHERN MN INITIATIVE FOU	1/3/2020	\$1,000.00	2020 PLEDGE
42346 UNITED STATES POSTAL SERVI	1/3/2020	\$814.10	FIRST CLASS POSTAGE, PERMIT 12
42347 VOLUNTEER FIREFIGHTERS BE	1/3/2020	\$161.00	2020 ANNUAL RENEWAL
42348 CHRISTOPHER KENNEDY	1/6/2020	\$369.00	DECEMBER CHARGES
42349 COMPUTER TECHNOLOGY SOL	1/6/2020	\$1,085.85	
42350 VERIZON WIRELESS	1/6/2020	\$70.02	
42351 BHE COMMUNITY SOLAR LLC	1/9/2020	\$1,291.21	SOLAR GARDEN
42352 KOPP, JOHN	1/9/2020	\$75.00	TRAINING
42353 SCHWICKERTS	1/9/2020	\$4,339.00	GEO TANK REPAIRS
42354 BCBS OF MN	1/14/2020	\$13,893.71	FEBRUARY PREMIUM
42355 BLUE EARTH COUNTY PROPER	1/14/2020	\$216.00	DEPOSIT INTO ESCROW ACCT
42356 CEDAR POINT TOWNHOMES	1/15/2020	\$45,878.35	2019 TIF PAYMENT
42357 BAYNES, TEILA	1/22/2020	\$26.84	TRAINING REIMBURSEMENT
42358 CASEYS GENERAL STORE EAGL	1/22/2020	\$1,074.36	
42359 SHORT, RYAN	1/22/2020	\$26.59	OFFICE CHAIRS FOR CITY HALL
42360 US BANK EQUIPMENT FINANCE	1/23/2020	\$114.00	
42361 ADP, LLC	1/31/2020	\$360.01	
42362 AFFORDABLE TOWING OF MAN	1/31/2020	\$126.25	
42363 ALLIED OVERHEAD DOOR INC	1/31/2020	\$75.00	
42364 ALPHA WIRELESS	1/31/2020	\$269.68	
42365 AMERIPRIDE SERVICES INC	1/31/2020	\$193.41	
42366 AUTO ZONE	1/31/2020	\$33.15	
42367 BADGER METER	1/31/2020	\$92.34	SERVICE FEE
42368 BANYON DATA SYSTEMS INC	1/31/2020	\$2,180.00	ANNUAL SUPPORT
42369 BENCO ELECTRIC	1/31/2020	\$523.47	
42370 BLUE EARTH COUNTY FINANCE	1/31/2020	\$1,105.50	4TH QTR FEES
42371 BLUE EARTH COUNTY SHERIFF	1/31/2020	\$2,554.50	OCT-DEC RECORDS
42372 BOLTON & MENK INC	1/31/2020	\$4,157.50	AGENCY ST WATER MAIN REPLACEMENT

8

City of Eagle Lake

01/31/20 11:15 AM

Page 2

*Check Summary Register©

January 2020

Name	Check Date	Check Amt	
42373	BROMELAND, JENNIFER	1/31/2020	\$187.22
42374	C & S SUPPLY CO INC	1/31/2020	\$257.61 KLEIST - BOOTS
42375	CENTER POINT ENERGY	1/31/2020	\$885.36
42376	CONSOLIDATED COMMUNICATI	1/31/2020	\$613.53 ACCT 93499
42377	CORNERSTONE STATE BANK	1/31/2020	\$30.00 ANNUAL SAFE DEPOSIT BOX RENT
42378	DELTA DENTAL OF MN	1/31/2020	\$688.70 FEBRUARY PREMIUM
42379	EMERGENCY RESPONSE SOLU	1/31/2020	\$7,202.50 CAMERA
42380	GM CONTRACTING	1/31/2020	\$16,727.06 WATERMAIL LOOPING PROJECT
42381	GOPHER STATE ONE CALL	1/31/2020	\$50.00 ANNUAL FEE
42382	GOVERNMENT FORMS & SUPPLI	1/31/2020	\$136.13 BUSINESS CARDS
42383	H & L MESABI	1/31/2020	\$1,614.00
42384	HAWKINS	1/31/2020	\$2,824.50
42385	HUGHES AUTOMOTIVE	1/31/2020	\$178.12 2015 SQUAD-BATTERY
42386	K G TONER-NU INC.	1/31/2020	\$95.00
42387	LEAGUE OF MN CITIES	1/31/2020	\$450.00
42388	LJP ENTERPRISES	1/31/2020	\$10,192.40 64 GAL=920; 96 GAL=110
42389	MACQUEEN EQUIPMENT INC	1/31/2020	\$92.37
42390	MADDEN	1/31/2020	\$68.00
42391	MANKATO CLINIC	1/31/2020	\$1,716.99 HABER
42392	MCKESSON	1/31/2020	\$736.07
42393	MENARDS	1/31/2020	\$358.69
42394	METRO SALES INC	1/31/2020	\$1,113.32
42395	MN CIT OFFICERS ASSOCIATIO	1/31/2020	\$350.00 CULTURAL BIAS - KOPP & PETERKA
42396	MN DNR	1/31/2020	\$214.73 WATER PERMIT
42397	MN PUBLIC FACILITIES AUTHOR	1/31/2020	\$2,612.37
42398	MN WASTE PROCESSING CO	1/31/2020	\$5,042.13
42399	NORTHLAND SECURITIES	1/31/2020	\$435.00 ANNUAL REPORT
42400	PITNEY BOWES PURCHASE PO	1/31/2020	\$604.50 POSTAGE
42401	PLUNKETTS PEST CONTROL	1/31/2020	\$100.50
42402	RED FEATHER	1/31/2020	\$197.55
42403	SANCO EQUIPMENT LLC	1/31/2020	\$28.03
42404	SOUTH CENTRAL COLLEGE	1/31/2020	\$2,254.44 12 FIRST RESPONER TRAININGS
42405	SOUTHERN MN INSPECTION	1/31/2020	\$125.00
42406	ST CLOUD STATE UNIVERSITY	1/31/2020	\$365.00 MCFOA CONFERENCE - RAUSCH
42407	STAPLES BUSINESS ADVANTAG	1/31/2020	\$140.38
42408	STREICHERS	1/31/2020	\$242.81
42409	SUPERIOR CAR WASH	1/31/2020	\$120.00 10 CAR WAS COUPONS
42410	THEIN WELL	1/31/2020	\$13,625.15
42411	TOPPERS PLUS INC	1/31/2020	\$261.20
42412	TSB JANESVILLE LLC	1/31/2020	\$27,949.54 TAX ABATEMENT
42413	UC LABORATORY	1/31/2020	\$246.90
42414	XCEL ENERGY	1/31/2020	\$3,914.06
		Total Checks	\$481,607.68
10102 Loan Acct Cash			
369	BLUE EARTH COUNTY FINANCE	1/3/2020	\$705.11 HAMMAND DAY CARE LOAN INTEREST PA
370	BLUE EARTH COUNTY FINANCE	1/23/2020	\$100.00 LITTLE SPROUTS LOAN PMT #46
		Total Checks	\$805.11
10105 Community Bank			
272e	CORNERSTONE STATE BANK	1/23/2020	\$15,006.52 JANUARY UB ACH TRANSFERRED FROM C
		Total Checks	\$15,006.52

9

Employee Register

Date: 01/31/2020

Page: 1 of 1

Pay Dates 01/09/2020, 01/23/2020, 01/24/2020, 01/30/2020

Payroll Name	Pay Date	Net Pay
Auringer, Timothy A	01/30/2020	304.04
Baynes, Teila A	01/09/2020	1,209.98
Baynes, Teila A	01/23/2020	1,209.04
Baynes, Teila A	01/24/2020	951.37
Bromeland, Jennifer J	01/09/2020	2,560.70
Bromeland, Jennifer J	01/23/2020	2,586.57
Goettl, Brian K	01/09/2020	1,537.53
Goettl, Brian K	01/23/2020	1,948.80
Grassman, Brittany A	01/09/2020	849.34
Grassman, Brittany A	01/23/2020	858.96
Haber, Jerald L	01/09/2020	136.57
Haber, Jerald L	01/23/2020	49.16
Hartman, Andrew R	01/09/2020	1,098.20
Hartman, Andrew R	01/23/2020	1,023.34
Jensen, Dustin D	01/09/2020	1,379.12
Jensen, Dustin D	01/23/2020	1,256.11
Kleist, Alan R.	01/09/2020	1,036.63
Kleist, Alan R.	01/23/2020	1,053.99
Kopp, John A	01/09/2020	2,217.46
Kopp, John A	01/23/2020	1,675.92
Kruse, Trevor D	01/09/2020	710.25
Kruse, Trevor D	01/23/2020	861.69
Peterka, Logan T	01/09/2020	288.41
Peterka, Logan T	01/23/2020	388.27
Rausch, Kerry L	01/09/2020	971.26
Rausch, Kerry L	01/23/2020	1,070.87
Ries, John P	01/30/2020	57.79
Ruschmeyer, Daniel S.	01/30/2020	399.40
Shoemaker, Brian J	01/09/2020	287.55
Shoemaker, Brian J	01/23/2020	494.06
Short, Ryan R	01/30/2020	207.79
Steinberg, Garrett R	01/30/2020	207.79
Terrell, Dennis A	01/30/2020	207.79

We participated in a Mandatory Inclement weather and night shoot with Blue Earth County at the Mankato range on January 14th.

We will have an officer at Lake Eagle Park for the Winter festival that is being put on February 8th from 2pm to 4pm. This will be a great opportunity for the officer to get to know the community members.

Officer Logan Peterka was chosen to be the next full time officer for the city of Eagle Lake. We had interviews on January 24th. It was a tough decision. Officer Trevor Kruse was a great candidate for the position as well.

We will be holding the Safety Fair again this year. It will be on May 18th in the Lake Eagle Park. We will be holding an organizational meeting in February to get all the details worked out.

If the Council has any questions or concerns, please feel free to contact me at 507-257-3110 or at elpd@eaglelakemn.com.


Chief John Kopp
Eagle Lake Police Department

Eagle Lake Police Department Accumulative Report

Traffic Ticket Report	January	February	March	April	May	June	July	August	September	October	November	December	Total
Careless Driving	0												0
DAS/DAR/DAC	3												3
Equipment Violations	0												0
Expired Tabs	0												0
Other	1												1
Seatbelt	0												0
Speeding	0												0
Stop Sign	0												0
Traffic Stops	0												0
Warnings	24												24
Calls for Service													Total
Accidents	4												4
Administrative Citations	0												0
Alarms	0												0
Animal Comp.	5												5
Assaults	0												0
Assist	6												6
Assist Ambulance	6												6
Assist Fire Dept	1												1
Assists OA	8												8
Burglary	2												2
Call Outs	1												1
Civil	4												4
Directed Patrol	83												83
Disturbance	1												1
Domestic	1												1
Driving Comp.	1												1
DWI	0												0
Fraud	0												0
Harrasment	1												1
Miscellaneous	44												44
Narcotics	0												0
Noise Comp	0												0
Ordinance Viol.	6												6
Party Comp.	0												0
Property Damage	0												0
Runaway/Missing Person	0												0

5



Brian Goettl
Public Works Director
90 Le Ray Avenue
Eagle Lake, MN 56024
(507)257-3218
bkgoettl@eaglelakemn.com

February, 2002

To: Mayor Auringer, City Council and City Administrator Jennifer Bromeland

From: Brian Goettl Public Works Director

We received the Toolcat 5600 and the grapple bucket and are waiting on the sweeper and broom that we ordered. I have been using it with the snow blower and it's been working very well.

Water: The telemetry line that communicates from the wells to the water tower to tell the well to turn on or off failed on January 20th and over flowed the tower, we had Consolidated Communications repair the phone line.

Sewer: We are monitoring the grease build up in the lift stations that caused float failure in the main lift station; we did treat the lift station on Owl Lane a few months ago and it is helping.

Streets: We have been cleaning snow out of some cul-de-sacs and opening catch basins.

Parks: We had good ice on the skating rink for a short time now with the warmer weather it melted down to some of the concrete. We have been working on blowing snow on the sliding hill to build it up to last longer.

Storm Sewer: we will continue to trim trees and brush as weather and time permits.

If you have any questions or concerns, please feel free to contact me at 507-420-3510 or bkgoettl@eaglelakemn.com

Brian K. Goettl

JANUARY 2020 BUILDING PERMITS

<u>HOUSE #</u>	<u>STREET</u>	<u>VALUE</u>	<u>Project Description</u>
704	Maple Ln	\$ 15,000.00	Basement Finish
256	Creekside Dr	\$ 15,000.00	Basement Finish
21588	598th Ave	\$ 25,000.00	Pole Shed
180	Creekside Dr		Mechincal (garage heater)
21588	598th Ave	\$ -	Demolition
605	Parkway Ave	\$ 7,000.00	Furnace x2
417	Linda Dr	\$ 1,464.00	Window - 1
232	Linda Dr	\$ 4,000.00	Furnace

Eagle Lake Fire Relief
Gambling Fund Report December 2019

Balance 12/01/19		\$ 63806.18
Income:		
Paper Pull Tabs	\$ 4481.00	
Electronic	\$ 13028.00	
Interest Income	\$ 10.73	
Total Income		<u>\$ 17519.73</u>
Total Funds Available		\$ 81325.91
Less Total Disbursements		<u>\$ 62413.33</u>
Balance 12/31/19		\$ 18912.58

2019 Profit / Community Donations

Net Profit:		
1/19	\$ 7607.89	
2/19	\$ 3596.67	
3/19	\$ 7057.54	
4/19	\$ (2301.91)	
5/19	\$ 6703.54	
6/19	\$ 6527.65	
7/19	\$ 659.43	
8/19	\$ 7386.46	
9/19	\$ 6079.41	
10/19	\$ 9348.07	
11/19	\$ 9701.50	
12/19	\$ 275.06	
Total Profit To Date:		\$62641.31
Community Donations To Date:		\$ 8940.00

55

Eagle Lake Fire Relief
 January 14 2020
 Items To Be Approved

<u>To</u>	<u>For</u>	<u>Amount</u>
Eagles Nest	Rent	\$ 2796.00
Randy Hoffmann	Accounting	\$ 600.00
Chad Witte	Wages	\$ 230.87
MN Revenue	State Tax	\$ 3068.00
Triple Crown Gaming	E-tab Fees (No check)	\$ 4001.95
United States Treasury	Payroll Tax	\$ 459.00
Pilot Games	E-bingo Fees & Prizes	\$ -11.67
	<u>No Check-Refund</u>	
Triple Crown Gaming	Pull Tabs	
	Inv. #9012088	
	Inv. #9014852	
	Due 2/8/20	<u>\$ 647.21</u>
Total		<u>\$ 11791.36</u>

Lawful Gambling Monthly Tax Return

Print or Type	Organization Name Eagle Lake Fire Relief Association	Federal ID Number (FEIN) [REDACTED]	Minnesota Tax ID Number [REDACTED]	License Number [REDACTED]
	Address <input type="checkbox"/> Check if Address Changed 100 2nd Ave North	Email Address rk2201@charter.net		Month/Year Reported 12/2019
	City Eagle Lake	State MN	Zip Code 56024	Number of Sites 1
	Number of barcoded games reported on Schedule B2s for the month: <u>10</u>	Check all that apply: <input type="checkbox"/> Amended Return <input type="checkbox"/> Filing under Extension (<i>see Instructions</i>) <input type="checkbox"/> No Gambling Activity this Month <input type="checkbox"/> Final Return (<i>see Instructions</i>)		
	This return includes (check all that apply): <input type="checkbox"/> Schedule B2 <input type="checkbox"/> Schedule NRL <input type="checkbox"/> Schedule ER			

Gross Profit		A	B	C
		Gross Receipts	Prizes Paid	Net Receipts
1	Non-linked bingo	0	0.00	0.00
2	Raffles (if tax-exempt raffles were conducted, complete Schedule ER)	0.00	0.00	0.00
3	Paddletickets	0.00	0.00	0.00
4	Add lines 1 through 3	0.00	0.00	0.00
5	Interest and other income (including advertising or sponsorship income; see instructions)	11.00		11.00
6	Linked bingo	4115.00	3497.00	617.00
7	Tipboards	0.00	0.00	0.00
8	Paper pull-tabs	30130.00	25630.00	4500.00
9	Electronic pull-tabs	144455.00	132432.00	12023.00
10	Sports-themed tipboards	0.00	0.00	0.00
11	Add lines 4 through 10. Line 11C is your gross profits for the month	178710.00	161559.00	17151.00

Tax and Fees			
	12	Net receipts tax (multiply line 4C by 8.5% [0.085]. If negative, enter zero)	
13	Combined net receipts tax (from Worksheet E, line 11; if negative, enter the amount on line 19)		2845.00
14	Total tax before credits (add lines 12 and 13)		2845.00
15	Net receipts tax credit used (from Schedule NRL, column E)		0.00
16	Exempt raffle tax credit (from Schedule ER, line 4)		0.00
17	Total nonrefundable credits (add lines 15 and 16)		0.00
18	Total tax before refundable credit (subtract line 17 from line 14; if negative, enter zero)		2845.00
19	Combined net receipts tax credit (from Worksheet E, line 11; if negative)		0.00
20	Monthly regulatory fee (multiply line 11a by 0.125% [0.00125])		223.00
21	TOTAL TAX DUE OR REFUND (add lines 18, 19 and 20)		3068.00

Lawful Gambling Monthly Tax Return (continued)

Organization Name Eagle Lake Fire Relief Association	Federal ID Number (FEIN) XXXXXXXXXX	Minnesota Tax ID Number XXXXXXXXXX	License Number XXXXXX
--	---	--	-------------------------------------

Expenditures / Expenses	22 Lawful purpose expenditures	22	<u>45000.00</u>
	23 Total lawful purpose expenditures (add lines 21 and 22)	23	<u>48068.00</u>
	24 Allowable expenses	24	<u>14807.00</u>


Start Bank	25 a Starting cash banks per books	25a	<u>4600.00</u>
	b Unreimbursed starting cash banks	25b	<u>0.00</u>
	End-of-month cash balance in starting banks (subtract line 25b from 25a)	26	<u>4600.00</u>

Sign Here	<i>I declare that all information on this summary and tax return is true, correct and complete.</i>			
	Chief Executive Officer (print) Zachary Rock	Chief Executive Officer Signature	Date	Daytime Phone XXXXXXXXXX
	Gambling Manager (print) Chad Witte	Gambling Manager Signature	Date	Daytime Phone XXXXXXXXXX
	Preparer (print) Randal Hoffmann	Name of Firm	Preparer Signature <i>Randal Hoffmann</i>	Date 1-10-20 Daytime Phone 507-420-1754

Mail Form G1, schedules and any required attachments to:
Minnesota Revenue, Mail Station 3350, St. Paul, MN 55146-3350

MINNESOTA GAMBLING CONTROL BOARD
Lawful Gambling Fund Reconciliation

LG100F

Organization name	License #	Month/year reported	
Eagle Lake Fire Relief Association		12	2019
1 End-of-month checking account balance from bank statement(s)		\$20321.21	
2 Deposits made during the month that are not included on bank statement(s)		\$0.00	
3 Checks written during the month that are not included on bank statement(s)		\$1408.63	
4 End-of-month reconciled checking account balance		\$18912.58	
5 Net end-of-month cash balance in starting cash banks	\$4600.00		
6 Cash received but not deposited by month-end from games reported on LG100A. Do not list amounts included on line 2 above	\$857.00		
7 Total in savings and other non-checking accounts	\$0.00		
8 Fund loss requests for profit carryover adjustments submitted to Gambling Control Board, but not yet acted upon by the board	\$0.00		
9 Amounts to be reimbursed for denied fund loss requests, or for fund losses for which a profit carryover adjustment has not been requested	\$0.00		
10 End-of-month value of merchandise prize inventory	\$0.00		
11 Other additions to gambling fund balance (for any amounts reported on this line, include brief explanation on line 29 at the bottom of this page)	\$0.00		
12 Total additions (add lines 5 through 11)		\$5457.00	
13 Linked bingo prize amount payable to/receivable from linked bingo provider (enter receivable as a negative number)	(\$104.24)		
14 Receipts deposited from games still in play that are not included on LG100A	\$0.00		
15 End-of-month amount due for loans made to the gambling fund	\$0.00		
16 Total unpaid invoices for merchandise prizes	\$0.00		
17 Prizes reported on an LG100A that have not been paid to winner(s)	\$0.00		
18 Other subtractions to gambling fund balance (for any amounts reported on this line, include brief explanation on line 29 at the bottom of this page)	\$0.00		
19 Total subtractions (add lines 13 through 18)		(\$104.24)	
20 Reconciled gambling fund balance (sum of line 4 and line 12 minus line 19)		\$24473.82	
21 Total net receipts (sum of all LG100A's, line 11C)	\$17150.71		
22 Total lawful purpose expenditures (from LG100C)	\$47068.00		
23 Total allowable expenses (sum of all LG100A, line 24)	\$14807.11		
24 Profit carryover increase (decrease) (line 21 less lines 22 and 23)	(\$44724.40)		
25 Profit carryover from prior month's LG100F, line 27	\$69198.22		
26 Adjustments authorized by the Gambling Control Board (requires written approval)	\$0.00		
27 End-of-month profit carryover (line 24 + line 25 + line 26)		\$24473.82	
28 Profit carryover variance (see instructions if amount does not equal \$0)		\$0.00	
29 In the space below, briefly explain other adjustments to the gambling fund balance that were reported on lines 11 or 18:			

Lawful Gambling Receipts and Expenses by Site

Organization name Eagle Lake Fire Relief Association			License # ██████████
Site name Eagle Nest	Site permit # 001	Month reported 12	Year reported 2019

Receipts and Prizes		A Gross Receipts	B Prizes	C Net Receipts
1	Paper pull-tabs	\$30130.00	\$25630.00	\$4500.00
2	Electronic pull-tabs	\$144454.50	\$132431.70	\$12022.80
3	Non-linked bingo	\$0.00	\$0.00	\$0.00
4	Linked bingo	\$4114.50	\$3497.32	\$617.18
5	Paddlewheel without a table	\$0.00	\$0.00	\$0.00
6	Paddlewheel with a table	\$0.00	\$0.00	\$0.00
7	Raffles	\$0.00	\$0.00	\$0.00
8	Tipboards	\$0.00	\$0.00	\$0.00
9	Sports tipboards	\$0.00	\$0.00	\$0.00
10	Interest and other income	\$10.73		\$10.73
11	Totals	\$178709.73	\$161559.02	\$17150.71

Allowable Expenses

12	Paper pull-tabs, bingo paper sheets, tipboards, paddletickets, and raffle tickets	\$1152.31
13	Compensation and payroll taxes	\$0.00
14	Penalty and interest paid on taxes	\$0.00
15	Accounting services	\$4830.88
16	Gambling manager's bond	\$0.00
17	Local government investigation fees	\$0.00
18	Rent paid to lessors for conducting lawful gambling	\$3378.99
19	Electronic pull-tab game fees	\$5305.70
20	Electronic linked bingo provider fees	\$178.04
21	Other miscellaneous allowable expenses not listed above	\$0.00
22	Cash short (if cash long, enter as a negative number)	(\$0.26)
23	Reimbursement for excess cash shortages	(\$38.55)
24	Total allowable expenses	\$14807.11

Cash Banks

25	Starting cash banks per site records	\$4600.00
26	Unreimbursed starting cash banks	\$0.00
27	Total starting cash banks	\$4600.00

Ending Inventory

28	Total value of ending inventory on the last day of the month	\$786.79
----	--	----------

Monthly Profit (loss)

29	Site net profit less state taxes on lawful gambling	\$275.60
----	---	----------



Schedule B2 — Lawful Gambling Report of Barcoded Games

Use this schedule to report paper pull-tab, tipboard, paddleticket, sports-themed tipboard, progressive pull-tabs and tipboards, and raffle board games removed from play during the month. If you're reporting destroyed, fund loss, defective or missing games, read the Lawful Gambling Tax Instruction booklet. Complete a separate Schedule B2 for each type of game and operation.

Name of Gambling Site: **Eagle Nest**

License Number: **001**

Site Permit Number: **001**

Month/year Reported: **12/2019**

Federal ID number (FEIN): **[REDACTED]**

Minnesota Tax ID: **[REDACTED]**

Page: **1 of 1**

Type of Operation (check one): Booth Bar-op Pull-tab Dispenser

Type of Game (check one): Paper Pull-tabs Paddletickets Progressive Tipboards Raffle Boards

(check one): Tipboards Sport-themed Tipboards Progressive Pull-tabs Defective

Game status (check one): Played Missing Reported as Destroyed with Fund Loss Games

Fund Loss Rev Approval Rev Approval Destroyed by Rev

A	B	C	D	E	F	G	H	I	J	K	L	M
Mfg Id	Part number	Game serial number	Date in play	Ideal gross receipts	Ideal prizes	Value of unsold tickets	Gross receipts (E minus G)	Value of prizes paid	Net receipts (H minus I)	Cash-in-hand	Cash long (short) (K minus J)	Date game removed
Totals from the previous page, if any												
1	TP 6026S-MN	6L12721	11/20/2019	4240.00	3305.00	368.00	3872.00	3060.00	812.00	781.00	(31.00)	12/04/2019
2	AI UU91-MN	6U55669	11/30/2019	3400.00	2725.00	725.00	2675.00	2241.00	434.00	434.00	0.00	12/05/2019
3	TP 6526C-MN	6L29685	12/04/2019	4240.00	3305.00	1430.00	2810.00	2714.00	96.00	92.00	(4.00)	12/11/2019
4	AI WJ89-MN	6M30301	12/05/2019	3400.00	2825.00	0.00	3400.00	2825.00	575.00	564.00	(11.00)	12/15/2019
5	AG ONLV181	6383987	11/08/2019	3168.00	2470.00	835.00	2333.00	2126.00	207.00	194.00	(13.00)	12/17/2019
6	TP 6334X-MN	6S47875	12/19/2019	4240.00	3305.00	0.00	4240.00	3305.00	935.00	958.00	23.00	12/21/2019
7	IG 514A	8418137	12/15/2019	3283.00	2592.00	1361.00	1922.00	1772.00	150.00	173.00	23.00	12/21/2019
8	AI US70-MN	6N79264	12/22/2019	3400.00	2825.00	442.00	2958.00	2633.00	325.00	327.00	2.00	12/27/2019
9	TP 6459V-MN	6P75533	12/21/2019	4240.00	3305.00	0.00	4240.00	3304.00	936.00	929.00	(7.00)	12/28/2019
10	AN 3780E-MN	6U33405	11/24/2019	3160.00	2400.00	1480.00	1680.00	1650.00	30.00	29.00	(1.00)	12/30/2019
11												
12												
13												
14												
15												
16 Total				36771.00	29057.00	6641.00	30130.00	25630.00	4500.00	4481.00	(19.00)	

Enter the totals from Columns H, I and J for each type of game on the appropriate lines of Form G1. Attach this schedule to your Form G1.

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2020-07**

**A Resolution Accepting the Resignation of Richard Rosenbauer from the
City of Eagle Lake, Minnesota**

WHEREAS, Richard Rosenbauer has resigned from the City of Eagle Lake as Police Officer, effective January 17, 2020; and

WHEREAS, the City Council recognizes and appreciates the service from Richard Rosenbauer in the role of Police Officer; and

NOW BE IT RESOLVED, the City accepts the resignation of Richard Rosenbauer from the City of Eagle Lake, effective January 17, 2020.

Adopted by the City Council of Eagle Lake, Minnesota, this 3rd day of February 2020.

Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2020-08**

A Resolution Approving Election Judges Wages for the 2020 Presidential Primary, Primary and General Elections

WHEREAS, on January 6, 2020 the City Council appointed election judges for 2020 with a wage of \$9.65; and

WHEREAS, MN Minimum Wage for 2020 is \$10.00 for large employers; and

WHEREAS, the City Council hereby authorizes the increase of election judge wages to \$10.00 per hour while performing election judge duties at the Presidential Nomination Primary, Primary Election and General Election; and

WHEREAS, the City Council hereby authorizes election judge training pay as follows: a flat fee of \$18.75 for the Presidential Nomination Primary and \$10.00 per hour for the standard election judge training.

NOW, THEREFORE, BE IT RESOLVED, that the City of Eagle Lake hereby sets election judge wages to \$10.00 while serving as an election judge for the 2020 Presidential Nominating Primary, Primary and General Elections and training pay a flat fee of \$18.75 for the Presidential Nomination Primary and \$10.00 per hour for the standard election judge training.

Adopted by the City Council of the City of Eagle Lake this 3rd day of February 2020.

John Ries, Mayor Pro Tem

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

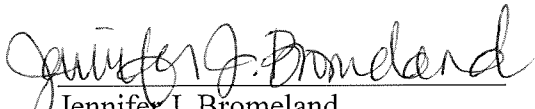
February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Hiring of Full-Time Police Officer

The hiring committee, comprised of Travis Higgs with the Minnesota Valley Council of Governments (MN Valley COG), Police Chief John Kopp, and me, interviewed 2 internal candidates for the position of full-time police officer. The committee recommends that Logan Peterka be promoted from a part-time police officer position to a full-time police officer position.

A conditional offer was made to Officer Peterka to start at step 1 (\$20.78) on the wage scale for a full-time police officer. Officer Peterka will have a performance evaluation following the completion of 6 months of service as a full-time officer at which time he will have the opportunity to advance a step on the wage scale for his position if he receives a satisfactory performance evaluation. Officer Peterka will also have a performance evaluation following the completion of 12 months of service as a full-time officer at which time he will again have the opportunity to advance another step on the wage scale for his position if he receives a satisfactory performance evaluation.

With the approval of Resolution No. 2020-09, Officer Logan Peterka will move from part-time officer to a full-time officer with placement at step 1 on the wage scale for the full-time police officer position for which the City is seeking to fill following the vacancy created by the resignation of Officer Teila Baynes.


Jennifer J. Bromeland
City Administrator

605

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2020-09**

A Resolution Hiring Logan Peterka as a Full-Time Police Officer

WHEREAS, the City opened and advertised internally for a Full-Time Police Officer; and

WHEREAS, the MN Valley Council of Governments reviewed the applications and they along with Chief Kopp and Administrator Bromeland interviewed the candidates; and

WHEREAS, the City feels it is in the best interest of the community to have Logan Peterka as a Full-Time Police Officer with a starting wage of \$20.78 per hour.

NOW THEREFORE BE IT RESOLVED, the City Council agrees to hire Logan Peterka as a Full-Time Police Officer with a starting wage of \$20.78 per hour.

Adopted by the City Council of Eagle Lake, Minnesota this 3rd day of February 2020.

Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

Lolp



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Increase Per Year Payout for Fire Relief Pension

The Fire Relief Association has requested an increase in the per year payout for service from the fire relief pension fund. They are proposing an increase from \$1,900 per year to \$2,000 per year. The last time that the per year payout was increased was in July of 2017, at which time it increased from \$1,800 per year to \$1,900 per year.

According to the Fire Relief Association, the line item in the City budget for the fire relief pension did not need to increase to accommodate the per year payout increase as the fire relief association fund and state contribution sufficiently covers the increase.

Attached is Resolution 2020-10.

Jennifer J. Bromeland
City Administrator

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2020-10**

**A Resolution to Increase the Per Year Payout for Service from \$1,900.00 to \$2,000.00
for the Paid On-Call Volunteer Fire Department**

WHEREAS, the Eagle Lake Fire Relief Association has requested that the City Council increase the per year payout for service from the Eagle Lake Fire Relief Association Retirement Fund from \$1,900.00 to \$2,000.00; and

WHEREAS, the City Council appreciates the hard work and dedication of the Paid On-Call Volunteer Eagle Lake Fire Department for all the years of service to the City and the surrounding townships; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Eagle Lake, Minnesota, that the per year payout to the Fire Relief Association Retirement Fund be increased from \$1,900 to \$2,000, effective the date of approval by the City Council.

Adopted by the City Council of Eagle Lake, Minnesota, this 3rd day of February 2020.

Tim Auringer
Mayor

ATTEST:

Jennifer J. Bromeland
City Administrator

(S E A L)

67a

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2020-11**

**A Resolution Accepting the Resignation of Volunteer Firefighter Darryl Metzler from the City
of Eagle Lake, Minnesota**

WHEREAS, Volunteer Firefighter Employee Darryl Metzler has resigned from the City of Eagle Lake's Fire Department; and

WHEREAS, Darryl Metzler has been with the City for twenty-seven (27) years and the City Council recognizes and appreciates the service from Darryl Metzler in the role of a Volunteer Firefighter for the Eagle Lake Fire Department. Darryl Metzler's dedication and professionalism is what many would like to strive for.

NOW THEREFORE, BE IT RESOLVED, the City accepts the resignation of Darryl Metzler from the City of Eagle Lake Fire Department effective February 15, 2020.

Adopted by the City Council of Eagle Lake, Minnesota this 3rd day of February 2020.

Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2020-12**

A Resolution Appointing Steven Heitner to the Eagle Lake Fire Department Active Roster

WHEREAS, the Eagle Lake Fire Department would like to recommend Steven Heitner to the Eagle Lake Fire Department Active Roster; and

WHEREAS, Steven Heitner have completed the recommended six-month waiting period without missing any drills and has completed in house training to qualify for active status; and

WHEREAS, the City feels it is in the best interest of the community to have Steven Heitner on the Eagle Lake Volunteer Fire Department.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Eagle Lake, Minnesota hereby accepts the recommendation of Steven Heitner by the Fire Department to the Eagle Lake Volunteer Fire Department to be put on the Fire Department Active Roster.

Adopted by the City Council of Eagle Lake, Minnesota this 3rd day of February 2020.

Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Contractor's Pay Request No. 4 – Watermain Looping and Utility Improvements Project

Attached you will find Contractor's Pay Request No. 4 for the 2019-2020 Watermain Looping and Utility Improvements Project. The pay request totals \$16,727.06.

No work was completed this past month. The amount due represents work done previously, such as geothermal delays, quantity updates, etc., that is now just being billed.

Bolton and Menk Engineer Brian Sarff recommends payment of the contractor's pay request.

Jennifer J. Bromeland
City Administrator



**BOLTON
& MENK**

Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

January 28, 2020

GM Contracting, Inc.
Mike Urban
19810 515th Avenue
Lake Crystal, MN 56055

RE: 2019-2020 Watermain Looping & Utility Improvements
City of Eagle Lake, MN
BMI Project No. M17.117626

Dear Mr. Urban:

Enclosed are four (4) copies of Contractor's Estimate No. 4 in the amount of \$16,727.06.

Please review the quantities and amounts shown to be assured of complete satisfaction. If everything is in order, please sign on all four copies of the Pay Estimate and return them to the City of Eagle Lake on or before Thursday, January 30th in order to be placed on the agenda for the next City Council Meeting.

If you have any questions, please feel free to call.

Sincerely,

Bolton & Menk, Inc.

Brian J. Sarff, P.E.
Project Engineer

BJS/rm

Enclosure

cc: Jennifer Bromeland, City Administrator, City of Eagle Lake

71

CONTRACTOR'S PAY REQUEST

**2019-2020 WATERMAIN LOOPING & UTILITY IMPROVEMENTS
CITY OF EAGLE LAKE, MN
BMI PROJECT NO. M17.117626**

DISTRIBUTION:

- CONTRACTOR (1)
- OWNER (1)
- ENGINEER (1)
- BONDING CO. (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$619,506.07
TOTAL, COMPLETED WORK TO DATE	\$611,364.08
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$611,364.08
RETAINED PERCENTAGE (5%)	\$30,568.20
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$580,795.88
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$564,068.82
PAY CONTRACTOR AS ESTIMATE NO. 4	\$16,727.06

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: GM Contracting, Inc.
19810 515th Avenue
Lake Crystal, MN 56055

By _____
Name Title

Date _____

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 1960 PREMIER DRIVE, MANKATO, MN 56001.

By Brian J. Sarff, CITY ENGINEER
Brian J. Sarff, P.E.

Date 1/28/2020

APPROVED FOR PAYMENT:

OWNER: City of Eagle Lake, MN

By _____
Name Title Date

And _____
Name Title Date

72

Partial Pay Estimate No.:

4

2019-2020 WATERMAIN LOOPING & UTILITY IMPROVEMENTS
 CITY OF EAGLE LAKE, MN
 BMI PROJECT NO. M17.117626

WORK COMPLETED THROUGH 1/28/2020

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
BASE BID (598TH AVENUE AND CITY HALL LOOP)								
1	MOBILIZATION	\$68,500.00	1	LUMP SUM	\$68,500.00	1	LUMP SUM	\$68,500.00
2	TRAFFIC CONTROL	\$30,000.00	1	LUMP SUM	\$30,000.00	1.02	LUMP SUM	\$30,600.00
3	EXPLORATORY EXCAVATION	\$475.00	20	HOUR	\$9,500.00	0	HOUR	\$0.00
4	GRAVEL SURFACE RESTORATION	\$8,648.00	1	LUMP SUM	\$8,648.00	0.78	LUMP SUM	\$6,745.44
5	BITUMINOUS PAVEMENT RESTORATION	\$51,332.46	1	LUMP SUM	\$51,332.46	0.95	LUMP SUM	\$48,765.84
6	CONCRETE DRIVEWAY RESTORATION	\$5,500.00	1	LUMP SUM	\$5,500.00	0.53	LUMP SUM	\$2,915.00
7	CONCRETE CURB & GUTTER RESTORATION	\$1,850.00	1	LUMP SUM	\$1,850.00	1	LUMP SUM	\$1,850.00
8	SUBSURFACE PIPE DRAIN RESTORATION	\$500.00	1	LUMP SUM	\$500.00	1	LUMP SUM	\$500.00
9	CULVERT RESTORATION	\$500.00	1	LUMP SUM	\$500.00	1	LUMP SUM	\$500.00
10	DRAIN TILE REPAIR (ANY SIZE)	\$25.00	50	LIN FT	\$1,250.00	0	LIN FT	\$0.00
11	REMOVE PIPE CULVERT	\$6.00	20	LIN FT	\$120.00	20	LIN FT	\$120.00
12	15" RC PIPE APRON	\$612.69	2	EACH	\$1,225.38	0	EACH	\$0.00
13	15" RC PIPE CULVERT	\$62.74	32	LIN FT	\$2,007.68	0	LIN FT	\$0.00
14	EROSION & SEDIMENT CONTROL	\$5,000.00	1	LUMP SUM	\$5,000.00	0.9	LUMP SUM	\$4,500.00
15	TURF ESTABLISHMENT	\$3,500.00	1	LUMP SUM	\$3,500.00	0	LUMP SUM	\$0.00
16	CONNECT TO EXISTING SANITARY SEWER MAIN	\$2,379.28	1	EACH	\$2,379.28	1	EACH	\$2,379.28
17	8"x4" WYE SADDLE	\$294.00	2	EACH	\$588.00	1	EACH	\$294.00
18	4" PVC PIPE SEWER, SDR 26	\$31.44	60	LIN FT	\$1,886.40	20	LIN FT	\$628.80
19	8" PVC PIPE SEWER, SDR 35	\$56.85	30	LIN FT	\$1,705.50	30	LIN FT	\$1,705.50
20	8" PVC PIPE SEWER (TRENCHLESS)	\$84.12	460	LIN FT	\$38,695.20	460	LIN FT	\$38,695.20
21	10" PVC PIPE SEWER, SDR 35	\$62.09	5	LIN FT	\$310.45	5	LIN FT	\$310.45
22	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	\$465.00	32.2	LIN FT	\$14,973.00	32	LIN FT	\$14,880.00
23	CASTING ASSEMBLY	\$642.19	2	EACH	\$1,284.38	2	EACH	\$1,284.38
24	RAISE SANITARY MANHOLE	\$1,196.00	1	EACH	\$1,196.00	1	EACH	\$1,196.00
25	SALVAGE YARD HYDRANT	\$200.00	1	EACH	\$200.00	1	EACH	\$200.00
26	CONNECT TO EXISTING WATERMAIN	\$3,379.23	5	EACH	\$16,896.15	5	EACH	\$16,896.15
27	HYDRANT	\$4,901.32	1	EACH	\$4,901.32	1	EACH	\$4,901.32
28	6" GATE VALVE & BOX	\$2,635.60	1	EACH	\$2,635.60	1	EACH	\$2,635.60
29	8" GATE VALVE & BOX	\$3,051.19	2	EACH	\$6,102.38	2	EACH	\$6,102.38
30	10" GATE VALVE & BOX	\$3,719.10	7	EACH	\$26,033.70	7	EACH	\$26,033.70
31	6" PVC WATERMAIN C900	\$39.69	12	LIN FT	\$476.28	12	LIN FT	\$476.28
32	8" PVC WATERMAIN C900 (OPEN CUT OR TRENCHLESS)	\$60.25	256	LIN FT	\$15,424.00	256	LIN FT	\$15,424.00
33	8" PVC WATERMAIN C900 (TRENCHLESS)	\$60.25	359	LIN FT	\$21,629.75	359	LIN FT	\$21,629.75
34	10" PVC WATERMAIN C900 (OPEN CUT OR TRENCHLESS)	\$68.00	1740	LIN FT	\$118,320.00	1740	LIN FT	\$118,320.00
35	10" PVC WATERMAIN C900 (TRENCHLESS)	\$68.00	1068	LIN FT	\$72,624.00	1068	LIN FT	\$72,624.00
36	20" STEEL CASING PIPE (JACK & AUGER)	\$336.15	140	LIN FT	\$47,061.00	147.5	LIN FT	\$49,582.13
37	1" CORPORATION STOP & TAPPING SADDLE	\$922.66	4	EACH	\$3,690.64	4	EACH	\$3,690.64
38	1" CURB STOP & BOX	\$964.54	4	EACH	\$3,858.16	4	EACH	\$3,858.16
39	1" WATER SERVICE PIPE	\$25.31	100	LIN FT	\$2,531.00	65	LIN FT	\$1,645.15
40	WATERMAIN FITTINGS	\$14.38	1625	POUND	\$23,367.50	1625	POUND	\$23,367.50
CHANGE ORDER NO. 1			1	EACH	\$1,302.86	0	EACH	\$0.00
CO-1.1 CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1			1	EACH	\$1,302.86	0	EACH	\$0.00
				TOTAL AMOUNT:				\$611,364.08
								\$593,756.65

73



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Step Increases for Eligible City Staff

The City's Personnel Committee recently met with me to review the evaluations of all full-time and part-time employees. Employees that received a satisfactory performance evaluation are eligible for a step increase. The performance evaluation of each employee was based on 2019 performance.

A list of employees eligible for a step increase, approved by the Personnel Committee, will be given to the Deputy City Clerk to process for payroll purposes with step increases being retroactive to January 1, 2020.

Jennifer J. Bromeland
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Amend Ordinance to Increase Age to Purchase Tobacco Products from 18 to 21

Attached is a letter received from City Attorney Chris Kennedy advising that the federal sales age for tobacco products was raised from 18 to 21. The City Attorney further advises that the City should consider modifying its code to raise the age from 18 to 21.

A motion is necessary to schedule a public hearing for the March 2, 2020 City Council meeting to consider amending Section 13.120 of Chapter 13.

Jennifer J. Bromeland
City Administrator

Kennedy & Kennedy

ATTORNEYS AND COUNSELORS AT LAW
January 15, 2020

Michael H. Kennedy
Christopher M. Kennedy*

Jennifer Bromeland
City of Eagle Lake
705 Parkway Avenue
PO Box 159
Eagle Lake MN 56024

Re: Tobacco Ordinance
File Number: Pending

Dear Jennifer:

This letter is to advise the City that the federal sales age for tobacco products was raised from 18 to 21. President Trump put language into the bill for the fund the federal government and that language became law when Congress approved the bill.

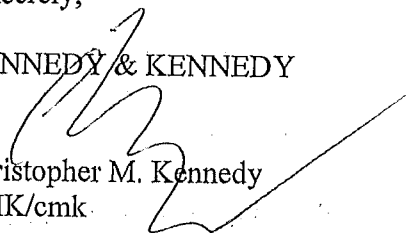
The law is currently in effect. This has caused some confusion with retailers and the holder of tobacco sales licenses. Minnesota State law placed the age at eighteen (18) and the Eagle Lake City Code appears to be silent as to the age.

This difference in age does not make it legal to sell tobacco to individuals between the ages of 18 and 21 but it does mean we may not be able to enforce the law. It seems unlikely that federal government will be hiring enforcement officers.

A number of local communities have enacted ordinance that raise the age to purchase tobacco products to 21. The City of Eagle should consider modifying its city code to raise the age as well. This will allow the city to be in compliance with the federal law, the alternative of taking no action and leaving the age at 18 is a concern as we would be issuing tobacco licenses that would in theory allow the illegal sale of tobacco under federal law.

Sincerely,

KENNEDY & KENNEDY


Christopher M. Kennedy
CMK/cmk

99 Navaho Avenue, Suite 104 Mankato, MN 56001

Phone: 507/345-4582 Fax: 507/345-1010

Email: knklaw@hickorytech.net

Website: kennedykennedylaw.lawoffice.com

* Also Admitted in Iowa

76



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Amend Ordinance Relative to Recreational Vehicles and Trailer Parking

Police Chief John Kopp has requested that the City Council consider amending Section 4.115 of Chapter 4 of City Code so that recreational vehicles and trailer parking are treated consistently with general parking regulations. Currently there is a provision in Section 4.115 requiring notice of the violation with an additional 72 hours being given for compliance. The amendment would eliminate the 72 hours provided to comply with City Code as it pertains to recreational vehicles and trailer parking.

Below are excerpts from City Code:

SECTION 4.090 GENERAL PARKING REGULATIONS

It is unlawful for any person, as driver or operator of a vehicle, or as the registered owner of a vehicle to park, stop or leave standing, whether knowingly or unknowingly, any such vehicle in a given place upon any public street for a period in excess of seventy-two (72) continuous hours. (04-07-2014)

SECTION 4.115 RECREATIONAL VEHICLE AND TRAILER PARKING

It is unlawful to park any recreational vehicle or trailer on any city street or lot owned by the City of Eagle Lake for any period of time extending past seventy-two (72) hours. For the purposes of this ordinance, recreational vehicles and trailers is defined as follows: travel trailers, including those that telescope or fold down, chassis mounted campers, house cars, motor homes, tent trailers, slip in campers, non-motorized trailers intended and generally used for transporting boats, utility trailers, snow mobiles, all terrain vehicles, boats, watercraft, mobile home, storage trailer, construction trailer, or similar trailer.

Any person parking or so locating any such trailer on a continuous basis for longer than seventy-two (72) hours shall be entitled to one warning about such parking from the City Council or Police Department. If after an additional) seventy-two (72) hours, such trailer has not been moved, then the person parking such trailer that has received such previous warning shall be guilty of an infraction and punished in accordance with Eagle Lake City Code.

A motion is needed to schedule a public hearing for the March 2, 2020 City Council meeting to amend Section 4.115 of Chapter 4 of City Code.

Jennifer J. Bromeland
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Appraisal of City Owned Lots for Sale

The Economic Development Authority (EDA) recently discussed the possibility of having an appraisal completed on the City owned lots available for sale that are located along Parkway Avenue. Two appraisals were obtained, a copy of which are attached, with one from Appraisal Services in the amount of \$1,100 and the other from Robinson Appraisal and Associates in the amount of \$1,250.

The EDA recommends that the proposal from Appraisal Services be approved in the amount of \$1,100. It will take approximately 3.5 weeks for the appraisal to be completed.

A motion is necessary to accept the EDA's recommendation to hire Appraisal Services to appraise the City owned lots for sale along Parkway Avenue.

Jennifer J. Bromeland
City Administrator

Jennifer Bromeland

From: Erin Tisdell <erin@appraisalservicesmankato.com>
Sent: Friday, January 3, 2020 10:14 AM
To: Jennifer Bromeland
Subject: RE: City of Eagle Lake

Hi Jennifer,

I can complete an appraisal on the three commercial parcels in Eagle Lake for \$1,100. This would include valuing all three parcels in one report with two separate values. The parcel ending with 018 would have one value and the parcels ending with 010 and 011, that are adjacent to each other, would be valued together. If you would like the two adjacent parcels valued separately, please let me know.

The report would be completed in a narrative format and would be prepared in accordance with Uniform Standards of Professional Appraisal Practice (USPAP).

Currently it would take 3.5 weeks to complete the appraisal from when I would receive the request. Please let me know if you have any questions.

Thank you,

Erin Tisdell
Certified General Real Property Appraiser
MN License #20020346; Expires 8-31-2021
Appraisal Services of Mankato, Inc.
1015 S. Front Street
Mankato, MN 56001
Phone 507-387-1137

From: Jennifer Bromeland [mailto:jbromeland@eaglelakemn.com]
Sent: Thursday, January 02, 2020 4:22 PM
To: erin@appraisalservicesmankato.com
Subject: City of Eagle Lake

Hi Erin,

Attached is a map showing three commercial parcels that the city is looking to sell. They are all located along Parkway Avenue in Eagle Lake. We envision selling the two parcels adjacent to one another together for redevelopment.

Thanks in advance for providing us with a proposal to complete an appraisal on these lots.

Jennifer J. Bromeland
City Administrator
City of Eagle Lake
705 Parkway Avenue
PO Box 159

Jennifer Bromeland

From: Robinson Appraisal <appraisal@hickorytech.net>
Sent: Monday, January 6, 2020 4:23 PM
To: Jennifer Bromeland
Subject: RE: Proposal for Appraisal - City of Eagle Lake

Good afternoon, Jennifer. My apologies for the delay in my response but it has been a bit hectic. In looking over the three parcels, we would be able to complete an appraisal of the three parcels with separate values for each one in one report for \$1,250 with a turn time of about 3 to 4 weeks if that works for you. Let me know if you have any additional questions and thanks for your patience.

Keith Siefkes
Robinson Appraisal & Associates
115 E. Washington Street
Mankato MN 56001
507-345-6260

From: Jennifer Bromeland [mailto:jbromeland@eaglelakemn.com]
Sent: Thursday, January 2, 2020 4:27 PM
To: appraisal@hickorytech.net
Subject: Proposal for Appraisal - City of Eagle Lake

Good Afternoon,

Attached is a map showing three commercial parcels that the City of Eagle Lake is looking to sell. They are all located along Parkway Avenue in Eagle Lake. We envision selling the two parcels adjacent to one another together for redevelopment.

Thanks in advance for providing us with a proposal to complete an appraisal on these lots.

Jennifer J. Bromeland
City Administrator
City of Eagle Lake
705 Parkway Avenue
PO Box 159
Eagle Lake, MN 56024
P: (507) 257-3218
C: (507) 399-1030





705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Impound Agreement with All Pets

Attached is an Impound Agreement with All Pets out of Mapleton. Approval was obtained at the December 2, 2019 meeting to be a party to an impound agreement between All Pets and the Blue Earth County Sheriff's Department. According to the Sheriff's Department, to be a party to that contract, a city needs to be under contract with the Sheriff's Department for police services in some capacity. Since the City opted not to contract with the Sheriff's Department for administrative police services, the City must contract separately with All Pets.

A motion is necessary to approve entering into an impound agreement with All Pets in Mapleton.

Jennifer J. Bromeland
City Administrator

82

Impound Agreement: CITY OF EAGLE LAKE
Eagle Lake, MN 56024
and
ALL PETS CLINIC (ALL PETS)
PO Box 477
Mapleton, MN 56065

1. All animals for impound must be safe for our staff to place a leash for exercise, feed, and water. Any animals found by our staff to be unsafe for daily care must be moved away from All Pets Clinic by the Eagle Lake Police within 24 hours.
2. Impoundment of dogs and cats
 - a. Unclaimed Animals – will be held for 5 business days (a business day is defined by being open at least four hours). At the end of this holding period, the animal will be disposed of by All Pets in accordance with Minnesota Statutes (Euthanasia or Adoption).
 - i. Eagle Lake Police Department will approve all adoptions.
 - ii. Eagle Lake Police Department will be informed by All Pets of owners who contact All Pets about their animal but refuse to reclaim the animal.
 - iii. City of Mapleton will pay All Pets \$75.00 (dog) and \$55.00 (cat).
 - b. Reclaimed Animals – owner pays all fees to All Pets before reclaiming animal.
 - i. Owner will pay base impound fee + boarding fee/day + Rabies vaccination or additional fees.
 - ii. Base impound fee - \$45.00 (dogs) and \$40.00 (cat).
 - iii. Boarding fee/day - \$19.95 / day (dog) and \$15.45 (cat)
 - iv. Proof of current Rabies vaccination from owner or vaccination for Rabies by All Pets.
 - v. All Pets will forward information on Reclaimed Animals to the Eagle Lake Police Department. Information should include: Owners Name and Address, phone, name, type, color, and rabies vaccination information on Dog or Cat.
 - c. Rabies Suspects – all animals are required to be held for ten (10) calendar days.
 - i. Rabies suspects may be released to the owner for the ten day holding period if written authorization is provided to All Pets by the Eagle Lake Police Department.
 - ii. Unclaimed animals – will occur as in “unclaimed animals” above except that the City of Mapleton will pay All Pets \$150 (dogs) and \$110 (cats).
 - iii. Reclaimed animals – will occur as in “reclaimed animals” above except that the owner will pay:
 1. Base impound fee of \$70.00 (dog or cat)
 2. Boarding fee/day - \$35 (dog or cat)
3. All people wishing to impound an animal found within Eagle Lake city limits will be directed to the Eagle Lake Police Department first.
4. Eagle Lake Police Department will be provided with a key for access to All Pets, and will place food and water for animals upon impoundment.
5. All Pets will maintain a log with the following information for each animal:
 - a. Animal description and condition upon impoundment.
 - b. Where found (information provided by Eagle Lake Police Dept.)
 - c. Name of person who reclaimed or adopted the animal, or date of euthanasia.
 - d. Fees
6. This agreement will automatically renew each January 1st. This contract may be terminated with a 60 days written notice by either party. Either party who requests changes to the contract must give a minimum of 30 days’ notice prior to the yearly renewal.

Mayor of Eagle Lake

All Pets Clinic
PO Box 477
Mapleton, MN 56065
(507) 524-3748

City Administrator

Date _____

83



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Unpaid Intern Agreement

Conner Jakes, a senior at MNSU, recently contacted area cities to inquire about the opportunity to volunteer his time to gain experience in the areas of municipal development, planning, and management. Attached is Conner's resume.

I recently met with Conner and discussed his career goals and expectations for an unpaid internship. Attached is an agreement outlining the internship. The agreement was reviewed and approved by the City Attorney. The internship would run for 30 days, beginning February 24, 2020 and end March 24, 2020.

A motion is necessary to approve the unpaid intern agreement.

Jennifer J. Bromeland
City Administrator

Conner Jakes

New Ulm, MN 56073

OBJECTIVE: Seeking a full-time job in the field of city management.

EDUCATION:

Minnesota State University Mankato, Mankato, MN Anticipated Graduation: 2020
Planned Bachelor of Science Degree, Urban Studies Cumulative GPA: 3.85
Planned Minors in Human Resource Management, Nonprofit Leadership (and Certificate),
and Recreation Parks and Leisure Services

WORK EXPERIENCE:

General Merchandise Clerk, Hy-Vee, New Ulm, MN 2014 - 2019

- Completed inventory checks within the department
- Understood how to interact with customers
- Listened to co-workers and customer needs

Infrastructure Seasonal, City of Mankato, Mankato, MN Summer 2019

- Supported full-time water and sewer department workers
- Efficiently completed locates alone throughout the summer
- Interpreted instructions to complete pipe repairs and maintenance checks

Assistant Golf Coach, Cathedral High School, New Ulm, MN 2018

- Led high school boys and girls in practice and games
- Taught the values of teamwork, hard work, and character
- Devised a schedule for practice every day

Highway Maintenance Temp, Brown County Highway Department, New Ulm, MN 2017-2018

- Discovered what it takes to keep roads usable
- Learned importance of communication and planning
- Assisted in the process of seal coating, patching, and ditch maintenance

VOLUNTEER ACTIVITIES

Circle K International, Mankato, MN 2018 - Present

- Outreach to members of the community in need of help
- Deepen ties to volunteer organizations
- Help bring the community together

ACTIVITIES AND HONORS:

- Students of the Urban Studies Institute, Minnesota State University, Mankato 2018-Present
- Dean's List, Minnesota State University, Mankato 2016-2019
- Knights of Columbus Officer, Mankato 2018-Present
- SHRM Member, Minnesota State University, Mankato 2018-Present
- Pro-Life MNSU Vice President, Minnesota State University, Mankato 2018-Present
- St. Thomas More Newman Center Student Leader 2017-Present

Writing and project samples available upon request

85



Dear Conner Jakes,

For the purpose of assisting you (the “Intern”) to obtain work experience and be exposed to issues facing local government, the City of Eagle Lake (the “City”) has agreed to offer you an unpaid internship (the “Internship”) with the City.

The Internship is a time position, to commence on February 24, 2020 and end on March 24, 2020. The Internship is an educational experience, and you will receive no financial benefits and/or compensation. You will complete the Internship under the direct supervision of the City Administrator.

Your interests and goals will be taken into consideration when staff develops projects for you to complete in the areas of planning, city management, and development. Projects may include drafting memos and/or reports. You will have the opportunity to meet department heads and learn about the responsibilities of each department. You will have the opportunity to attend a city council meeting and planning commission meeting and be exposed to current local government issues facing the City.

Projects may be completed at City Hall during normal working hours, or you may complete projects at your leisure off site. The City does not have additional computers available for your use, but you may bring a laptop or similar device and utilize the City’s wireless internet connection to conduct research.

The Internship is for your express, educational benefit. You will perform the Internship under the supervision of City staff. You will not be used as a regular employee, and the City does not expect to derive immediate advantage from the activities you perform during the Internship. You are not an employee of the City as a result of performing the Internship, and you are not entitled to employment with the City at the conclusion of the Internship.

While performing the Internship, you acknowledge your obligation to:

- perform all work allocated to you to the best of your ability;
- comply with all lawful and reasonable directions and instructions given to you by employees of the City during the course of the Internship;
- comply with any and all City policies and procedures that apply, or may apply, to you during the course of the Internship; and
- undergo any and all training that the City deems necessary to enable you to safely and efficiently perform your duties during the Internship.

At all times, including after the Internship, you agree and acknowledge that:

- you will keep confidential any and all Confidential Information of the City that comes into your possession;

- any intellectual property you may develop while performing Internship duties are hereby assigned to and vest in the City immediately as created; and
- the City owns and retains all rights at all times to the City's intellectual property.

Additionally, you accept that the Internship may be terminated prior to the end date at the sole discretion of the City. This document does not serve as an employment contract, but rather specifies the goals, intent and details of the Internship. This Agreement constitutes the entire agreement of the parties with respect to the Internship. If you have any questions about the terms of the Internship outlined above, please contact Jennifer J. Bromeland, City Administrator, at 507-257-3218 or jbromeland@eaglelakemn.com.

Sincerely,

Jennifer J. Bromeland
City Administrator

My signature below indicates my acceptance of the Internship as outlined above.

(Signature)

(Date)

(Name)



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

February 3, 2020

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Motorsports Park Project and EAW Update

The draft Environmental Assessment Worksheet (EAW) was recently received from the developer of the proposed motorsports park project. A 3rd party review is currently underway. Once the 3rd party review has been completed, the EAW will be sent to the Environmental Quality Board (EQB) at which time the 30-day public comment period will begin. Members of the public will be notified when the 30-day public comment period begins and have an opportunity to review the EAW document. This process is outlined in greater detail in Minnesota Rules Chapter 4410.

Jennifer J. Bromeland
City Administrator

88


FREE Winter Activities at Lake Eagle Park for ALL AGES


Saturday, February 8th

2:00 p.m. – 4:00 p.m.

In case of inclement weather, check the City's Facebook page for event updates.

SNOW OR NO SNOW, THE WINTER EVENT IS STILL A GO!

If there's snow, sledding  on the hill might be fun! Bring your own sled!

No snow, who's up for a game of kickball? 

Stop by the Park Pavilion for Activity Information and Sign Up for a Drawing

Pickup Kickball Games – 2:00 p.m.-4:00 p.m.

Scavenger Hunt with Prizes – 2:00 p.m.-3:45 p.m.

Relay Races with Prizes – 2:30 p.m.-3:00 p.m.

Ice Gem Hunt with Prizes – 3:00 p.m.-3:45 p.m.

Activity Stations – 3:00 p.m.-4:00 p.m.

FREE refreshments will be available in the pavilion. The Warming House will be open too. There are 30 great prizes to be given away courtesy of generous sponsors!!

Must be present to win.

THANK YOU TO THE GENEROUS EVENT SPONSORS:

CASEY'S

BOUNCE TOWN
Mankato

CITY OF
EAGLE LAKE
WHERE DIFFERENTLY SAILS



Frozen Yogurt
creations



SCHEELS
EMPLOYEE OWNED

The Park Board encourages residents to be active outdoors and experience community with friends and neighbors. Please be safe while sledding and use proper gear. Participation at the event is at your own risk.

Contact Park Board Members or City Staff with Questions!

Park Board: Bridget Larson (Chair), Tim Auringer, Ryan Short, Beth Rohrich, Jeremy Horkey, Ryan Wersal, Joan Back. **Staff:** Jennifer Bromeland, Brian Goettl, Kerry Rausch.