

**CITY OF EAGLE LAKE  
CITY COUNCIL MEETING  
JULY 11, 2022**

**CALL TO ORDER**

- Mayor Auringer called the meeting to order at 6:00 p.m.

**ROLL CALL**

- Council Members present: Garrett Steinberg, Beth Rohrich, John Whittington, and Mayor Tim Auringer.
- Staff present: City Administrator Jennifer Bromeland, Police Chief John Kopp, Public Works Director Brian Goettl, Deputy Clerk Kerry Rausch (left early).

**PUBLIC COMMENTS**

- None

**APPROVAL OF THE AGENDA**

- Council Member Steinberg moved, seconded by Council Member Rohrich to approve the agenda. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Auringer voting in favor.

**APPROVAL OF MEETING MINUTES**

- Council Member Whittington moved, seconded by Council Member White, to approve the June 6, June 21, and June 28, 2022 City Council meeting minutes. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Auringer voting in favor.

**CONSENT AGENDA**

- Mayor Auringer brought to the Council’s attention the resignations of Ben Romig from the Police Department and Larry Kuster from Public Works.
- Council Member White moved, seconded by Council Member Whittington, to approve the consent agenda.

Monthly Bills	Treasurer’s Report	Police Report
Fire Report	Public Works Report	Building & Zoning Permits
Gambling Report	Res. 2022-28 Not Waive Tort Limits	
Res. 2022-29 Appoint Election Judges		
Res. 2022-30 Resignation Police Officer Ben Romig		
Res. 2022-31 Resignation of Larry Kuster		
- The motion carried with Council Members Steinberg, Whittington, and Mayor Auringer voting in favor. Council Member Rohrich abstained from vote.

**PUBLIC HEARING**

- None

**PRESENTATIONS**

1. Agency Street (CSAH 27) Project Resident Concerns
  - a. Monica Hintze, 102 N. Agency Street: Restoration Work

- Administrator Bromeland explained that a couple of residents have contacted City Hall with concerns about restoration work completed as part of the Agency Street (CSAH 27) Project. Complaints have been comprised mostly of poor soil quality and debris in the soil. Another resident has concerns about tree damage. The property owner believes that this tree was damaged during the construction project and now needs to be removed as it is dead. The owner had a tree service company come out and look at the tree and the tree service claim the tree is hollowing out on the inside and attributed the issue to root system damage from the project. The property owner is asking for compensation to have it removed. After talking with Bolton and Menk, it was not conclusive that the tree was damaged by the project.
  - As has been done throughout the project, all complaints received are routed to Joe Smith or Brian Sarff with Bolton and Menk. Bolton and Menk has put out a door hanger for residents letting them know about the discussion at tonight's meeting and they have been in contact with the contractor as well.
  - Brian Sarff with Bolton and Menk stated Dirt Merchant, who is doing the repairs has been contacted. Seeding of grass is not recommended at this time due to heat, this is usually done in early spring and in the fall. They are aware of the issues and the project is not at the point of acceptance. The seeding contractor has been made aware the issues. There is a running punch list which includes weeds, low spots, etc. for the contractor to address before the project is accepted.
  - Mayor Auringer stated he has noticed a lot of debris in the topsoil and asked what the process is to clean this up. Mr. Sarff stated the area by railroad crossing has been their point of observation and the contractor may be back yet this week to clean up debris. It is normal to see smaller rocks, not larger chunks. There are various processes available to clean the topsoil and council was reminded that grass does take time to establish and will take maintenance. Council discussion included that there are some areas on both the north and south side that may need to start from scratch for soil correction and seeding.
  - Monica Hintze, 102 North Agency Street, presented to the Council debris found in her and her son's yards. She stated that she has sprayed weeds, but some weeds are spray resistant.
  - Yevon Salfer, 109 N. Agency Street, stated she has a sink hole that has developed and the contractors simply threw dirt to fill in the hole and did not address the cause of the situation. She also stated the contractors just through dirt on top of existing weeds in the boulevard. She went on to state that debris from project has damaged her mower and there stopped mowing, to avoid more damage.
  - Ann Arnett, 145 N. Agency Street, stated the boulevard is full of rocks and broken glass and that her great grandson fell and cut his hand.
  - Dirt Merchant is the contractor and was in the N. Agency Street location. The engineer will make sure the contractor has the most current punch list of items to be addressed.
  - Discussion included that debris will be removed by contractor and that seeding will be delayed until weather is appropriate for seeding. Residents will be informed of process established to make needed corrections.
  - Brian Sarff explained that the City partnered with Blue Earth County on this project and that the County has in their policy to hire a lawn service for such projects. They will come in at the appropriate time to treat the right of way area. First, however, the right of way needs to be brought to acceptable baseline condition.
- b. Tom Hager, 212 S. Agency Street: Damage to Tree
- Mr. Hager explained that the tree in question, normally fills out but since the alley was dug up, the north side of the tree has died. The south side of tree is still full of foliage. He brought in Nick Johnstone, owner of Melchior's Tree Service, who is a certified arborist, to look at the tree who told Mr. Hager it is his opinion that the digging killed the tree and will need to be removed. Mr. Hager stated when the digging occurred tree roots were removed.

- Brian Goettl, Public Works Director, stated this tree suffered from storm damage on the north side previously, where a branch broke and fell on the house next door and asked the question if this could have caused the tree to die.
- Brian Sarff stated that the pictures he has from construction does not show any visible roots and certainly not large roots. The closest the city came for connections was 18 feet from the tree and the trench would be approximately 15 feet from the base of the tree. He also stated that the gas company did work in this alley which would have been closer to the tree. He also stated that this tree was well outside the project limits and had it been identified within the project limits they would have addressed this with the contractor to remove the stump ahead of time.
- Mr. Hager stated the cut was 5 feet from the tree and that the roots were hanging out of the loader when carrying dirt away. He also stated that Melchior's Tree Service estimated to remove this tree is \$2,300.
- Council discussion included the fact that there are differing opinions as to the cause of trees death and potential solutions. Council agreed to bring in an independent arborist to determine if the damage to the tree was due to this project or from pre-existing damage. Brian Sarff will research to determine if there is tree person involved with this project.
- City Attorney Kennedy stated that the City may want to consider establishing a tree replacement policy. He also stated the City most likely does not have any liability in this situation and that statutorily it would be difficult for the City to reimburse the homeowner for the cost of tree removal prior to the City Council having approved to do so. However, if an emergency situation arises, this could be dealt with afterwards.

c. Other Residents Concerns

2. Travis Fristed with Braun Intertec Corporation: EAW Presentation for Fox Meadows

- Mr. Fristed explained the project stating the project will be located on the east side of town, east of South Agency Street on 78.7 acres. Of this, the project slated for development will be on 60.15 of these acres. The project is 100% residential in nature with mixed units and single-family homes. There are 2 parcels of land, one on the west side is currently within city limits. The parcel on the east side will be annexed in at a future date.
- The existing land cover is agricultural with a large wetland in the northeast corner which is approximately 4.65 acres. There are 5-6 smaller wetlands that are farmed wetlands for a total of 4.87 acres of wetland. The wetland delineation is pending at this time with approval expected within the next month. The elevations are relatively flat but slopes down quite a bit in the northeast corner as it goes towards the wetland. The slope is currently farmed to the wetland edge.
- The proposed development is mixed with single family, detached townhomes, as well as duplexes. The sloped area to the northeast would be open space down to the large wetland.
- There is currently four proposed storm water management area and a proposed neighborhood playground.
- The project would be phased, with the first phase beginning later this year, the second phase is anticipated to begin in 2025, and phases three and four would be market driven and estimated to begin between 2028 and 2031. The project will be developed from west to east.
- The EAW preliminary findings include the size of the proposed project was above the EAW size for residential developments. Across all topics of EAW no significant impacts were identified. They created a cultural resources study which is under review with the state historical preservation office. There will opportunity to review this during the 30-day public review process. There were no significant cultural finds on the site. There will be no major disruptions to traffic conditions and no impact to safety or local roads. Noise and air emissions were reviewed. While there will be some noise during construction, there will be little noise and emission impact of the residential development.

- The EAW is currently under review by the City for completeness. Once there is a notice of availability of the EAW, it will be published in the environmental Quality Board Monitor (AQB) which is required. There will also be a public notice in the local newspaper and it will be available on the city's website. A hard copy will be available at the city office as well. This will trigger a 30-day public comment period. The public and agencies will review the EAW. Factual based public comments received will be responded to and will be forwarded on to the City for review. These would be forwarded on to City Council for a decision on the need of a negative declaration or an environmental impact statement and this would complete the EAW threshold.
  - Administrator Bromeland explained that the Council will need to determine if the EAW is complete or if a 3<sup>rd</sup> party review is needed. If council is comfortable the EAW, it can be accepted tonight as complete and sent to the EQB next or more information can be asked for. A third-party review is not required.
  - Attorney Chris Kennedy stated that after the 30-day review period Council could still ask for an EIS if so desired.
  - Council discussion included the concern relating to stormwater and how with heavy rains the southwest corner flows into the ditch along Agency Street and the hope that the storm water issued with this project may help improve the situation in this other location. Mr. Schrom stated there will be discussion on this issue with his project.
  - Administrator Bromeland read a letter received by Blue Earth County's Property and Environmental Resources regarding the portion of this development which is located within LeRay Township. This letter stated that the property is zoned agricultural and is in the Urban Fringe District (UFD) of the City of Eagle Lake. Without annexation the proposed multi-unit development is not allowed in the agricultural district and is further limited by the UFD. To facilitate the development, annexation into the City of Eagle Lake is required and the review of the EAW will be the responsibility of the city. The letter also stated that the City of Eagle Lake is the most logical Responsible Governmental Unit (RGU) for this project.
  - Council Member Steinberg moved, seconded by Council Member White, to declare the EAW submitted as complete. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
3. Julie Blackburn with ISG: Stormwater Ordinance and Recommended Fee Structure
- Julie Blackburn with ISG reviewed MS4 requirements and work done to date. She went on to explain that ordinances relating to MS4 are required and were presented to City Council at the June meeting. Chapter 18.020 was substantially rewritten for water quality volume treatment required to consider infiltrations and many other requirements.
  - Once city staff have received the required training, they will be able to review permits. The city must implement an inspection program and must do inspections utilizing a check list which will be developed ensuring applicants meet the requirements. Staff will be responsible for reports of non-compliance and enforcement and must document all enforcement that is conducted.
  - The section for permanent stormwater management will address what happens when construction work is completed and the site is stabilized.
  - Sections on Pet Waste and De-icing and Salt Storage will also be added to the ordinance.
  - Once the ordinances are adopted, worked on developing the site plan review procedures, enforcement response processes, various check lists and creating maps will begin. The stormwater portion of the ordinance addresses the erosion and sediment control permit, which pertains to the temporary disturbance during construction. The section relating to permanent stormwater management permit pertains to post construction work is required for any land disturbance.
  - The storm water section of the ordinance requires an Erosion and Sediment Control Permit (ESC Permit) and a Stormwater Management Permit. The ESC permit is for the temporary disturbance during

construction. All new construction will need to have a plan to limit the amount of erosion and sediment that are going off site and into water resources. This ordinance can be enforced even for construction not needing a permit.

- The City must implement an inspection program and must do inspections. Written check lists must be developed listing the requirements applicants must meet. Other requirements include establishing procedures for reviewing site plans, check list for inspecting sites, procedures for reports of non-compliance and enforcement response procedures. All enforcement actions must be documented.
- The Stormwater Management Permit addresses how stormwater will be managed after construction is complete. This is required for any land disturbance equal or greater than 1 acre or less than 1 acre if it is part of a larger common plan of development. This permit requires an engineer review. The ordinance must allow the city to conduct inspections and maintenance. A lot to be developed, which is part of a common plan of development, will need to be transferred from the developer to the owner of the lot through the MN Pollution Control Agency (MPCA) online process, they will then be the owner of the stormwater management permit.
- The ESC Permit and Stormwater Management Permit must be submitted to the City at the time they apply for a building permit.
- Discussion included that these requirements are in place in Mankato as well, that utility companies are exempt from applying for a permit.
- Administrator Bromeland stated that a meeting with builders may be scheduled for this fall to review MS4 requirements.
- The public hearing was opened and closed with no comments being offered.
- Council Member Rohrich moved, seconded by Council Member Whittington, to adopt the amendments to Chapter 18 of City Code. A roll call vote was taken with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor. The ordinance will go into effect upon publication in the City's official newspaper.
- Ms. Blackburn presented the following as recommended fees: ESC Permit fees of \$150 for Single Family Residential and 5,000 square feet to 0.5 acres, \$250 for more than 0.5 acres to 1 acre, and \$350 for more than 1 acre. Recommended Stormwater Management Permit fees were \$50 for less than 1 acre and \$100 for more than 1 acre. Applicants for development review must also pay for the costs incurred from staff, legal, engineering, or other persons involved in the review. The recommended administrative penalty fees are \$150 for construction site non-compliant inspection, \$150 for post constructing stormwater non-compliant inspection, and \$250 plus clean up costs for illicit discharge.
- Discussion included desire to keep permit prices reasonable, permit fees will be tracked in a separate budget line item, and the City needs to be able to justify the fees.
- Administrator Bromeland stated she is working with Shannon Sweeney to help analyze the City's stormwater fees since they have not been increased for a number of years and because of increasing costs to the city. Until the ordinance is published, submitted building permits will be exempt from fees, but will need to follow the ordinance. Ms. Blackburn stated this is a growing program and the City will incur more expenses.
- Council Member Rohrich moved, seconded by Council Member Whittington, moved to approve fees for ESC Permits, Stormwater Management Permits, and Administrative Penalties as presented. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
- Ms. Blackburn presented a proposal for MS4 Map Tracking in which tracking and documentation needs could be handled on a single site. This is a GIS system in which pictures could be stored as well. Information could be downloaded for the annual MS4 reporting. The cost of this software is \$15,000 and there would be a \$2,000 annual hosting fee.

- Discussion included this software would be customized for the City's needs and enhancements are most likely fee based.
  - Council consensus was to consider this software during the budgeting process.
4. Brian Sarff with Bolton and Menk: 2022 Sanitary Sewer and Watermain Extension Project and Proposal for Water Treatment Plant Facility Concept Plan
- Brian Sarff with Bolton and Menk stated that three bids were received for the 2022 sanitary sewer and water extension project with the lowest bidder being Bromeling Excavating, Inc. in the amount of \$106,435. The engineer's estimate was \$91,922. The low bid is approximately 16% above the engineer's estimate.
  - Discussion included if there are other properties within City limits in similar situations and that if the city does not do this project it is allowing a septic system within city limits. When Parkway Avenue was reconstructed existing septic systems were grandfathered in and the city could not force connection at that time. The Chapter 429 process has not been followed so assessing the property owners is not an option.
  - Upon approval, work will be scheduled with work being completed in 2022. There is a supply chain shortage which may affect a part of this project, which would then be completed in 2023.
  - Council Member White moved, seconded by Council Member Whittington, to approve the bid from Bromeling Excavating Inc. in the amount of \$106,435. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
  - Mr. Sarff explained the next steps for the water treatment plant is proceeding with the concept plan which includes looking at the site, create a preliminary layout, treatment system, how watermains would connect, identify land acquisition needs, and identify environmental and cultural conflicts. Concept development could be discussed at a council work session.
  - A preliminary well assessment was recommended to look at aquifers. There is a statutory limitation on the Mount Simon aquifer which the city is currently tapped into which include restrictions on increasing flow capacity. This study would be done by a subcontractor at the amount of \$6,500.
  - Discussion included that test drilling areas would be identified, but not drilled at this time, that the preliminary well assessment study pricing seems high, that well study would show if the selected site is a viable option and that it is very convenient to have wells on the site of the treatment plant so that pipes to the water treatment plant are minimized. If a new well is constructed, the current well #1 would be abandoned. It would be fine to conduct the well assessment before the concept plan, but may want to do simultaneously to be in a good position if funding becomes available.
  - Council Member White moved, seconded by Council Member Rohrich, to authorize the concept plan and preliminary well assessment. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
5. Paul Barta, Captain with Blue Earth County Sheriff's Office: On-Call Emergency Service Option
- Administrator Bromeland explained that she and Chief John Kopp recently contacted Blue Earth County Sheriff's Department to advise that Eagle Lake will be down to two full-time officers during the month of July due to a resignation of a full-time officer and part-time officers still working their way through training and that Blue Earth County may be asked to be on-call for Eagle Lake. Captain Paul Barta with the Blue Earth County's Sheriff's Department advised that a contract for on-call services be established similar to what is in place for other cities who at times need to request on-call service from the County. Chief Kopp has requested this matter be considered to contract for on-call service on an emergency basis when no other Eagle Lake police officers are on-duty or available to take on-call. Administrator Bromeland clarified that planning for an on-call emergency contingency has nothing to do with contracting any other law enforcement service with Blue Earth County, just on-call service when no other Eagle Lake officers are available for on-duty or on-call coverage. Administrator Bromeland asked that Captain Barta talk about possible training opportunities available for elected officials and staff and Eagle Lake businesses as it related to workplace violence and active shooter awareness training.

- Chief Kopp stated Blue Earth County has taken call when there has been a need for Eagle Lake, but they have not been used much. He stated it would be nice to have this contract in place if an emergency need arises.
  - Captain Barta stated staffing issues for the police department are not unique to Eagle Lake, this is a state wide situation. He explained that the proposed contract would only be to support public safety in Eagle Lake. They could provide on-call service for \$40 per hour from the hours of 7:00 a.m. to 3:00 a.m and for \$60 per hour from the hours of 3:00 a.m. to 7:00 a.m. This would be a per hour rate no matter how many officers would respond to a call. This contract would not be for scheduled coverage, only emergency on-call basis. The County would need to prioritize calls, but deputies would be notified if they are serving Eagle Lake on an on-call basis. Response times would generally be about 10 minutes but may vary depending on other calls within the County. All other police agencies within Blue Earth County have a similar agreement with the Sheriff's department. Captain Barta pointed out that fees for service are reviewed during their budget process.
  - Council Member Steinberg moved, seconded by Council Member White, to authorize entering into an agreement with Blue Earth County's Sheriff's Department for emergency on-call coverage. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
  - Captain Barta explained that the Sheriff's department has created standardized curriculum for schools, business, and churches for active shooter training. This is a power point training which could be provided at no cost to the city and businesses. If the City is interested in this training, they should contact Captain Barta.
6. Rachel James, Community Forestry Member with AmeriCorps: EAB Management Plan
- Administrator Bromeland presented the Emerald Ash Borer (EAB) Management Plan in Ms. James absence.
  - The EAB Management Plan is a component necessary to continue receiving DNR grants to remove ash and replace ash trees. Ms. James has completed a tree inventory of public spaces and an ash tree inventory has been completed and mapped. As ash trees are removed the mapping is updated and replacement tree types can be indicated. The goal is to replace 10% of the ash trees each year.
  - The city of Lake Crystal is purchasing equipment to treat EAB and there is a possibility that Eagle Lake could work out an agreement with Lake Crystal to rent their equipment with Eagle Lake paying for the chemicals to treat trees. Treatment would buy the City time to not have to remove several trees at one time when infestation occurs.
  - Diversifying the tree canopy is needed to minimize impacts of future type of tree disease and infestations.
  - At this time there are no funds to assist with treatment or removal of trees on private property. Newsletter components have been included which can be used in city newsletters. The plan includes wood disposal guidelines and cost estimate. It also includes best management practices on when to remove, treat and plant trees.
  - Council Member Steinberg moved, seconded by Council Member Rohrich, to adopt the Emerald Ash Borer Management Plan as presented. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.

## **PUBLIC HEARING**

1. Amendment to Chapter 18 of City Code related to Storm Water Drainage Utility
  - This was addressed under Presentation, number 3.

## **OLD BUSINESS**

- None

## NEW BUSINESS

1. Amendment to Chapter 18 of City Code and Storm Water Drainage Utility and Fee Schedule for Storm Water Drainage Utility
  - This was addressed under Presentations, number 3.
2. Bid Tabulation and Engineer's Recommendation for 2022 Sanitary Sewer and Watermain Extension
  - This was addressed under Presentations, number 4.
3. Emerald Ash Borer Management Plan
  - This was addressed under Presentations, number 6.
4. Hiring of Connor Guillemette as Full-Time Police Officer
  - Administrator Bromeland explained that with the recent resignation of a full-time officer, an internal announcement was posted advertising the full-time officer opening. The hiring committee, comprised of Police Chief John Kopp, Administrator Bromeland, and a representative from the MN Valley Council of Governments (MVCOG), interviewed 1 internal candidate for the position of full-time police officer. The committee recommends that Connor Guillemette be promoted from a part-time police officer position to a full-time police officer position. Mr. Guillemette was hired as a part-time police officer for Eagle Lake on April 4, 2022. Officer Guillemette has since obtained his MN POST Board license and successfully met the departments physical and psychological standards and has been satisfactorily progressing through training. Chief Kopp anticipates Officer Guillemette will be ready to work independently on or around August 1, 2022.
  - A conditional offer was made to Officer Guillemette to start at Step 1 (\$22.60) on the wage scale as a full-time police officer. He 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. He will have another performance evaluation following the completion of 12 months of service as a full-time officer at which time he can advance another step on the wage scale for his position if he receives a satisfactory performance evaluation.
  - Officer Guillemette introduced himself to Council.
  - Council Member Steinberg moved, seconded by Council Member White, approving Resolution 2022-32, hiring Officer Connor Guillemette to a full-time police officer position. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
5. Quit Claim Deed for Outlot G, Eagle Lake Parkway Corridor
  - Administrator Bromeland explained there are two outlots in the Eagle Lake Parkway Corridor referred to as Outlot F and Outlot G that are owned by the City of Eagle Lake. The City does not currently pay property taxes on the outlots. Discussion took place at the May 2<sup>nd</sup> meeting about contacting adjacent property owners to see if there is an interest in acquiring the outlots. Both property owners adjacent to the outlots were notified of the opportunity to acquire the outlot. The property owner of Allied Overhead Doors replied that they were interested and willing to pay conveyance fees to acquire the outlot adjacent to their property. There will not be any cost for conveyance as the property owner will reimburse the City for all legal and recoding costs associated with the conveyance of the outlot.
  - Council Member Rohrich stated she spoke with Mr. Wangen when he asked her about this. He asked if this would include splitting the lot with the storage unit. Administrator Bromeland stated this is just for the outlot.
  - Council Member Steinberg moved, seconded by Council Member White, to authorize the Mayor and City Administrator to sign the Quit Claim Deed for Outlot G in the Eagle Lake Parkway Corridor.
  - City Attorney Chris Kennedy explained that the motion needs to state that the outlot is no longer necessary to Eagle Lake.

- Council Member Steinberg amended his motion to state that Outlot G is no longer necessary to the City of Eagle Lake and to authorize the Mayor and City Administrator to sign the Quit Claim Deed for Outlot G in the Eagle Lake Parkway Corridor. Council Member White seconded the amended motion. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
6. Bids Obtained for Annual Street Maintenance and Repairs
    - Public Works Director Brian Goettl stated he requested three bids for annual street maintenance and that two bids were received. The lowest bid was from WW Blacktopping in the amount of \$22,622. Repairs would be completed yet this year.
    - Council Member White moved, seconded by Council Member Steinberg, to accept the bid from WW Blacktopping in the amount of \$22,622. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
    - Mr. Goettl explained that he has requested bids for sidewalk and curb repairs which will be presented to Council at the August meeting.
  7. 2023 Enforcement Grant Application
    - Police Chief John Kopp explained this grant is for the Towards Zero Death (TZD) program in which Blue Earth County is the lead agency and that Eagle Lake is a partner in this program. Eagle Lake has participated in this program for several years and this grant would run from October 2022 – September 2023.
    - Council Member Whittington moved, seconded by Council Member Rohrich, to approve participation in this grant program. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.

## **OTHER**

- None

## **CITY ADMINISTRATOR REPORT**

1. What Do You Love About Eagle Lake Drawing Contest – Entries due July 31<sup>st</sup>
  - As part of the grant obtained for the strategic planning process, a contest is being held for Eagle Lake youth in grades K-12. The first-place winners from each grade category will receive a \$25 gift card. Prizes will be funded using grant funding from Sothern MN Initiative Foundation. The deadline has been extended until July 31<sup>st</sup>.
2. Community Planning Workshop on July 13<sup>th</sup>
  - As part of the \$10,000 Small Town Grant Program award from the Southern MN Initiative Foundation to develop a Strategic Economic Development Plan and Initiative, the City is contracting with Region Nine Development Commission to create a strategic economic development plan. An open house will be held to City Hall on July 13<sup>th</sup> at 6:00 p.m. for the purpose of reviewing survey results and conducting a SWOT analysis. Light refreshments will be served. Please plan to attend if able. RSVPs are preferred.
3. Pedestrian Connectivity Survey Open House on July 26<sup>th</sup>
  - An open house will be held on July 26<sup>th</sup> from 5-7 om at City Hall for the purpose of gathering input on preferred alternatives for pedestrian connectivity along CSAH 27 between 211<sup>th</sup> Street and Thomas Drive. Council members were encouraged to attend if available.
4. Park Survey – Open until August 15<sup>th</sup>
  - As part of the planning process for a master plan for Lake Eagle Park, a park survey is being conducted online. The survey is available until August 15<sup>th</sup>. Please take a few minutes and complete the survey.

5. American Rescue Plan Funds

- The 2022 distribution of American Rescue Plan funds was recently received in the amount of \$168,677.13. The funds must be expended by 12/31/2024.

6. 2023 Budget Timeline

- The budget process is underway and department budget worksheets are ready for distribution. The preliminary tax levy must be verified no later than September 30<sup>th</sup>. A special budget work session will be scheduled in August.

7. 2021 Population and Household Estimates

- The MN State Demographer has estimated Eagle Lakes 2021 population as 3,282 and 1,204 households.

8. Lutter Avenue Access

- There are plans to review the recent communication from the Schuch family and discussion to next steps on how the City Council would like to move ahead will need to be determined.

9. Tator Days

- The Tator Days schedule was included in the Council packet.

10. Music on Parkway

- July's Music on Parkway event will be held on July 14<sup>th</sup> from 6-9 p.m.

**COUNCIL REPORTS**

**ADJOURNMENT**

---

Tim Auringer, Mayor

---

Kerry Rausch, Deputy Clerk