

CITY OF EAGLE LAKE
FEBRUARY 7, 2022
CITY COUNCIL MEETING AGENDA
705 Parkway Avenue at 6:00 P.M.

City Council meetings are held the first Monday of every month at 6 p.m. All meetings are open to the public. If you wish to address the City Council in person, please contact City Hall at 507-257-3218 or email krausch@eaglelakemn.com or jbromeland@eaglelakemn.com. Written comments or questions for the City Council can be submitted via USPS, email, or dropped off at City Hall to be read at the meeting. City Council meetings are now live streamed to the City of Eagle Lake's official YouTube Channel. To view meetings, please visit the City of Eagle Lake website at eaglelakemn.com and click on the "City of Eagle Lake MN City Council Meetings" icon on the home page of the website.

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

ROLL CALL

_____ **Auringer** _____ **Steinberg** _____ **Rohrich** _____ **White** _____ **Whittington**

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

- City Council Meeting Minutes from January 3, 2022 and January 19, 2022 Pg. 3

CONSENT AGENDA

- | | | | |
|--|--------|---|--------|
| 1. Monthly Bills | Pg. 17 | 2. Treasurer's Report | Pg. 63 |
| 3. Police Report | Pg. 65 | 4. Fire Report | Pg. 69 |
| 5. Public Works Report | Pg. 70 | 6. Building and Zoning Permits | Pg. 71 |
| 7. Gambling Report | Pg. 72 | 8. Res. 2022-09 Not Waive Tort Liability | Pg. 73 |
| 9. Res. 2022-10 Disposal of City Records | Pg. 78 | 10. Res. 2022-11 Resignation of Dan Ruschmeyer from Fire Dept | Pg. 83 |
| 11. Audit Engagement Letter | Pg. 84 | 12. | |

PRESENTATIONS

PUBLIC HEARING

OLD BUSINESS

1. 317 LeRay Avenue and Nuisance Abatement Pg. 98

NEW BUSINESS

1. TIF Projection for Prospective Housing Development Pg. 99
2. Letter from LJP Waste Solutions and Change to Spring Cleanup Pg.108

OTHER

1. Wabash Valley Shipping Update for Parks Picnic Tables, Garbage Receptacles, and Benches Order Pg.111

CITY ADMINISTRATOR REPORT

1. Population Signs Update Pg.116
2. Highway 14/County Road 56 Construction Update Pg.117
3. Music on Parkway Grant Fulfillment Letter from SMIF; Planning Underway for Scaled Back Series in 2022 Pg.119
4. EAB Update and Community Forestry Pg.121
5. School Facilities Committee – Appoint Elected Official to Represent Eagle Lake Pg.122
6. Le Sueur River One Watershed One Plan Pg.124
7. Legislative Priorities and Upcoming Legislative Action Day in St. Paul

COUNCIL MEMBER'S REPORT

ANNOUNCEMENTS

- Special **City Council** Meeting -February 16, 2022 at 7:00 p.m., City Hall – Council Chambers, 705 Parkway Avenue
- Next Regular **City Council** Meeting – March 7, 2022 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **EDA** Meeting – February 24, 2022 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Park Board** Meeting – February 10, 2022 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Planning Commission** Meeting – February 28, 2022 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
CITY COUNCIL MEETING
JANUARY 3, 2022**

CALL TO ORDER

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

ROLL CALL

- Council Members present: Anthony White, John Whittington, and Mayor Tim Auringer.
- Staff present: City Administrator Jennifer Bromeland, Police Chief John Kopp, Public Works Director Brian Goettl, Fire Chief Vern Simpson, and Deputy Clerk Kerry Rausch.

PUBLIC COMMENTS

- None

APPROVAL OF THE AGENDA

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

APPROVAL OF MEETING MINUTES

- Council Member Whittington moved, seconded by Council Member White, to approve the December 6, 2021 City Council meeting minutes. The motion carried with Council Members White, Whittington, and Mayor Auringer voting in favor.

CONSENT AGENDA

- 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. 2022-01 Designating Official Depositories		
Res. 2022-02 Designate Official Newspaper		
Res. 2022-03 Approve 2022 Fee Schedule		
Res. 2022-04 Appoint Shane Wendland to Park Board		
Res. 2022-05 Resignation of Zachary Keesey		
Res. 2022-06 Mayoral Appointments		
Res. 2022-07 Accepting Donations		
Res. 2022-08 Appoint Vern Simpson as Fire Chief		

The motion carried with Council Members White, Whittington, and Mayor Auringer voting in favor.

PRESENTATIONS

1. Angela DeMartini, Owner of Bella's House of Doodles: CUP for 107 598th Avenue
 - City Administrator Bromeland stated that Angela DeMartini, owner of Bella's House of Doodles, was asked to attend tonight's meeting to review the current set up and use of each building located at 107 598th Avenue. It was explained that the request to appear before the City Council was prompted by the placement of a storage shed behind the secondary building without a building permit being pulled and because it

appears, based on pictures provided by Mrs. DeMartini, that the building is being used as part of the business operations and which was not included in the scope of the business plan when the conditional use permit (CUP) was sought and approved. The CUP was issued for the main commercial building. Administrator Bromeland provided some background and shared that Rick DeMartini contacted City staff on June 22nd asking if two temporary storage buildings could be placed on the vacant lot due to delays with delivery of the two buildings. The request was denied, and no temporary storage buildings were placed on the parcel. On August 2nd, per City staff's request, Rick and Angela DeMartini appeared before the City Council to discuss their plans for construction of the main commercial building and a secondary accessory storage building and to request an exception to the building permit process to accommodate their timeline with putting up the secondary building in advance of the main commercial building and temporarily operating their business out of the storage building. An agreement was approved by the City Council at its August 2nd meeting allowing for the construction of the secondary building (storage building) and temporary use of that building to house dogs and operate their business with the condition that a certificate of occupancy be obtained prior to January 1, 2022. As per the agreement, both parties agreed that if the main commercial building is not ready for occupancy on or before January 1, 2022 that the CUP be revoked and that any operation of the business that requires a CUP will immediately cease. In addition, Angela DeMartini and Bella's House of Doodles agreed to be severally liable for any costs incurred by the City in enforcing the agreement, including but not limited to time expended by staff and legal fees and costs. Administrator Bromeland stated that per her inquiry to the building inspector, a certificate of occupancy was issued for the secondary building on October 7th. To date a certificate of occupancy has not been issued for the main commercial building. According to the building inspector, the following inspections must be completed prior to a certificate of occupancy being issued: framing, insulation inspection, plumbing rough-in inspection, plumbing final, mechanical permit, mechanical rough-in, mechanical final and verification of electrical final completed by the state electrical inspector. Bromeland went on to state that at this time, Angela DeMartini and Bella's House of Doodles appears to be out of compliance with the CUP and supplemental agreement in that the business is being operated out of the secondary building and shed, and a certificate of occupancy has not yet been obtained for the main commercial building. Referencing an informational memo from the League of MN Cities, a city can revoke a CUP if there is not substantial compliance with conditions. The revocation must be based upon factual evidence, after appropriate notice and hearing.

- Angela DeMartini, 57370 174th Lane, Good Thunder and owner of Bella House of Doodles, stated that the main building should have been finished in July but that the plumbing contractor had backed out. She has received approval by the state for the plumbing permit and that the plumbing rough in was completed on January 6th. Next to be completed is the insulation and plumbing and they still need concrete to be laid. She asked City Council to consider extending the conditions of the agreement and would like to ask for changes to the CUP at the next City Council meeting. She explained that the shed behind the storage building was inside the Borgmeier building before its current location.
- Administrator Bromeland stated that she was asked by Rick DeMartini to look at a shed in the Borgmeier building last June to see a building that he wanted to temporarily place on the parcel. Administrator Bromeland stated that she drove out to the property and met Mr. DeMartini on site to briefly look at the building because she was not aware that there was a building inside Mr. Borgmeier's building. Following the brief viewing of the building, City Administrator informed Mr. DeMartini that no temporary structures would be allowed. It was noted that there was no further discussion of the building from that point until it was recently discovered that a building was placed on the property without a permit and that the building is the same building that Mr. DeMartini wanted to temporarily place on the property and was told that it was not allowed.

- Angela DeMartini stated that the large shed/storage building is being used as a makeshift office, has shelving, and being used to separate doggie daycare and play area. They have litters of puppies and boarding dogs. The little shed is a stand-alone structure with air conditioning and a furnace, heated floors, a tv and is now being used for overflow and for safety reasons they are boarding dogs in the little shed. Mrs. DeMartini stated she would like to use this shed as a sick bay and holding area for incoming dogs.
 - Mr. Kennedy, the City's attorney, stated the DeMartini's are using two buildings now and that Mrs. DeMartini is asking to expand the CUP and at this time is not in compliance with the existing CUP. Mrs. DeMartini indicated that the small shed being used does not have a certificate of occupancy. He also stated the shed is an ancillary building and not a shed. Mayor Auringer stated the ancillary building can not be used until it is permitted and a certificate of occupancy issued.
 - Mayor Auringer stated that the ancillary building (small shed) has not been reviewed by City Council and is out of compliance with the issued CUP and that the CUP could be revoked. The main structure has not been completed by the January 1, 2022 requirement of the signed agreement. The ancillary building must have a foundation, be permitted by the City, be inspected and have a certificate of occupancy issued by the City's building official. Administrator Bromeland indicated that the ancillary building (small shed) cannot be permitted due to it not being included in the CUP.
 - Chris Kennedy explained that properties are licensed and not a business as it related to kennel licenses. Administrator Bromeland explained that the kennel license runs January 1-December 31 and has now expired.
 - Mr. Kennedy explained that if City Council would like to consider revocation of the CUP there would need to be a hearing, send the owners a notice, take testimony and conduct finding of facts. He also asked if concrete information as to status for construction for the main building would be able to be provided at the January 19th Special City Council meeting and stated Council needs to consider the status of the CUP. He advised Council that they should not extend the CUP and that if Mrs. DeMartini needs more time to provide Council with answers that they should continue the hearing to a future date. He also stated that Council could extend the agreement without a hearing.
 - Council asked that either Angela or Rick DeMartini attend each City Council meeting to provide Council with updates and that they provide Council with a construction completion schedule for the interior space of the main building. The hearing will be scheduled for the January 19, 2022.
 - It was also mentioned that when the fence is constructed that a separate permit application will need to be completed and a permit issued prior to the construction of the fence.
2. Kevin Rykhus, 524 S. Agency Street: Sewer Connection Extension Request
- Mayor Auringer explained that the City extended sewer to this property as part of the Agency Street reconstruction project and that Mr. Rykhus has been asked to connect to the sewer line.
 - Administrator Bromeland stated that city code states that connection must be made within 30 days and that Mr. Rykhus is asking for consideration of a grace period to the spring of 2022.
 - Mr. Rykhus explained that he has received one estimate, which he feels is high and that he has found it difficult to find others to do this work.
 - Council recommended that Mr. Rykhus work now on finding someone to do this work.
 - Council Member White moved, and seconded by Council Member Whittington, to set the date of May 31, 2022 to have the connection to the sewer line completed. The motion carried with Council Members White, Whittington, and Mayor Auringer voting in favor.

PUBLIC HEARING

- None

OLD BUSINESS

- None

NEW BUSINESS

1. Status of CUP for 107 598th Avenue
 - Handled under presentations
2. Sewer Connection Extension Request
 - Handled under presentations
3. Sale of 2017 Police Squad
 - Administrator Bromeland reported that Blue Earth County notified the police department that the 2017 squad car sold for \$10,675 via MinnBid. MinnBid will retain 6% of the sale proceeds and the remainder will be forwarded onto the City via Blue Earth County. Administrator Bromeland explained that typically, the proceeds from the sale of equipment are credited to the general fund revenue account to offset general fund expenses. With the upcoming capital outlay needs of the police department, she explained that it may be beneficial to consider setting aside the sale proceeds into the police capital outlay fund.
 - Council Member Whittington moved, seconded by Council Member White, to accept the sale proceeds for the sale of the 2017 squad car and to designate those funds to police capital outlay. The motion carried with Council Members White, Whittington, and Mayor Auringer voting in favor.

OTHER

1. Monitoring of Water Tower and Wells and Need for SCADA System
 - Brian Goettl, Public Works Director, explained that the telemetric signal which relays information from the well house to the water tower has been failing daily and the public works staff is monitoring the well/tower information manually to ensure that the water tower does not overflow or to get too low.
 - Three companies have been contacted for pricing on a SCADA system. It is estimated that the cost of such a system could range anywhere from \$65,000 - \$100,000 for both the well and lift stations. It is possible to do the water system first and then add the sewer system later. When the sewer system is added, Mr. Goettl stated he would like to connect the main lift station first and then when volume increases for the smaller lift stations, add them at that time.
 - Mr. Goettl stated he did contact Bolton and Menk and was told this system would be compatible with a water filtration system. Employees could monitor and operate this system from either a computer or their cell phones. He also asked for Council to consider adding this item to the January 19th special city council meeting. If purchased, monies in the water and sewer funds could be used to pay for it.
 - Administrator Bromeland recommended that Brian Sarff with Bolton and Menk be contacted for analysis purposes and stated that the issues with the current system typically occur in colder weather.
2. 317 LeRay Avenue and Next Steps for Code Compliance
 - Discussion took place at the December 6th City Council meeting about nuisance complaints, specifically the storage of scrap metal in unenclosed containers, received against the property located at 317 LeRay Avenue.
 - Chief Kopp is monitoring and documenting the situation through ICR's. Direction from City Council is requested as to next steps which could include a code compliance letter or the city abating and cleaning up the situation.
 - Council indicated they would like staff to mail a letter to the property owner. Chris Kennedy, the City's attorney, stated he would like to be the person to send the letter to the property owner. Council also directed the Planning Commission to review city code and asked that changes be very specific to avoid such issue as the current one.

- Council Member Whittington moved, seconded by Council Member White, instructing Chris Kennedy to send the property owner of 317 LeRay Avenue a letter requesting that the property be cleaned up. The motion carried with Council Members White, Whittington, and Mayor Auringer voting in favor.
3. Alleyway between North 2nd Street and North 3rd Street
 - Administrator Bromeland informed that multiple complaints have been received by a resident that uses the alleyway between North 2nd Street and North 3rd Street. The complaints involve two metal posts in the ground and concern for potential damage to vehicles if the post is hit. Public Works Director Brian Goettl was asked to mark the City's property pin in pink. Based on the location of the property pins, it appears that the metal posts are located on private property.
 - Council asked if Public Works had any concerns with plowing snow, which they do not. The Fire Chief also state he has no concerns relating to access for the fire department.
 - Council consensus is that there is no violation of city code and that there is nothing the City can do.
 4. Thank You to Ice Rink Volunteers
 - Staff and Council Members thanked the volunteers for their hard work flooding and maintaining the ice rink.

CITY ADMINISTRATOR REPORT

1. Recent Communication with MnDOT about Upcoming Hwy 14/County Road 56 Project in Eagle Lake
 - MnDOT will have someone at the February or March City Council meeting to update the Council on the R-cut project.
2. Winter Newsletter
 - The winter newsletter will be mailed soon.
3. Upcoming Special Meeting and Public Hearing for Annexation on Wednesday, January 19th at 6:00 p.m.
 - Council was reminded the special meeting scheduled for January 19, 2022

COUNCIL REPORTS

- None

ADJOURNMENT

- Council Member White moved, seconded by Council Member Whittington, to adjourn the meeting at 7:39 p.m. Motion carried with Council Members White, Whittington, and Mayor Auringer voting in favor.

Tim Auringer, Mayor

Kerry Rausch, Deputy Clerk

**CITY OF EAGLE LAKE
CITY COUNCIL MEETING
JANUARY 19, 2022**

CALL TO ORDER

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

ROLL CALL

- Council Members present: Garret Steinberg, Beth Rohrich, Anthony White, John Whittington, and Mayor Tim Auringer.
- Staff present: City Administrator Jennifer Bromeland, Police Chief John Kopp, and Deputy Clerk Kerry Rausch.

NEW BUSINESS

1. Update on Public Hearing Scheduled for Annexation for Parcel R19.10.192.510.08
 - Administrator Bromeland stated the hearing has been cancelled due to the applicant's request to withdraw the petition for annexation.
2. Hearing to Review Conditional Use Permit for 107 598th Avenue (Bella's House of Doodles, LLC)
 - Administrator Bromeland provided the following information, stating that Angela DeMartini, owner of Bella's House of Doodles, was asked to appear at tonight's meeting to review with the City Council the Conditional Use Permit (CUP) for 107 598th Avenue. The purpose of the hearing is to review the CUP and determine whether the current violations warrant its revocation and/or whether an extension of the expired agreement to temporarily operate the business out of the secondary building is appropriate so long as certain conditions are met. She stated that discussion should include the following:
 - A) Status update for each of the outstanding inspections and anticipated date of completion
 - 1) Framing Inspection
 - 2) Insulation inspection
 - 3) Plumbing rough-in
 - 4) Plumbing final
 - 5) Mechanical permit
 - 6) Mechanical rough-in
 - 7) Mechanical final
 - 8) Verification of electrical final completed by the state electrical engineer
 - B) Timeline for completion of the main building and timeframe needed for an extension to continue operating out the secondary building
 - C) Approximate number of gallons of water used prior to the meter being installed
 - D) Plans for installing fencing for outdoor exercise area for dogs
 - E) Address trespassing allegations involving adjacent properties and provide assurance that this will not be an ongoing issue
 - F) Provide acknowledgement that there will not be outdoor storage of materials – the business must be enclosed except for the fenced in outdoor exercise area for the dogs
 - G) Timeframe for removal of ancillary building placed on parcel without a permit
 - H) Kennel permit for 2022
 - Rick DeMartini, 57370 174th Lane, Good Thunder, stated the framing and insulation inspections have been completed, the plumbing work is taking place now since the permit was received on December 16th. Once the plumbing is complete, it will be inspected, and the concrete will go in. The building is already insulated, and the mechanical will be installed and the building will be complete. The interior doors and interior steel has been guaranteed to arrive by February 14th and

asked for a certified letter from the contractor that it would be received by the February 14, 2022 date and if materials cannot be received by the February 14th date Mr. DeMartini will break his contract and purchase these materials at Menards to complete the construction. He should know this by February 1, 2022. Mr. DeMartini is forecasting the building will be complete and occupancy approved by April 15th and the parking lot concrete and fence completed by June 15th. He stated he was unaware that the water meter was not installed and that they started using their water in November. He asked that Council consider looking at their current water usage and back bill them for two months or compare Scott Borgmeier's water usage now and when there were using his water to determine what their water usage used to be and then bill them according for the past two months. Mr. DeMartini also stated that the plumber should complete his work in 1-2 days, but with the frost in the ground he is expecting it to take one week. It will be heated to get the frost out. Mr. DeMartini stated the mechanical permit has already been applied for and purchased from Schwartz.

- Council stated that a fencing permit for the kennel run will need to be applied for and will need to be inspected, that trespassing on neighboring properties needs to stop and that feces needs to be cleaned up.
- Administrator Bromeland will follow up to ensure that inspections are completed. She stated there is a recorded tank agreement allowing the use of an LP tank until a gas line becomes available to connect to. Confirmation is still needed to verify that the framing and insulation inspections have been completed.
- Rick and Angela DeMartini stated that she spoke with her attorney about the trespassing and that all 18 of her employees have received a mass text advising to remain on the business's property and pick up feces and to not drive through the neighbor's lot and that if they got caught they would be terminated immediately. Rick DeMartini stated he believes that people are using the access on Mr. Johnson's property, going through their and Mr. Borgmeier's properties to get to Casey's and that he has video showing who is coming through. He went on to state that once the concrete and curbing is installed this would prevent people from driving through. Angela stated that she thinks people think this is an access road. Mr. DeMartini stated there will be a trailer placed east to west to stop people from driving through.
- Council stated that when their project construction is complete that there will be no outside storage allowed as is stipulated by zoning code for this district. Mr. DeMartini stated there is no intend for outdoor storage, except a trailer occasionally. Council indicated that they would look into other businesses who are storing items outdoors in this zoning district and that all equipment has to be indoors.
- Mayor Auringer also stated that any dumpster will need to be fully enclosed with a dumpster enclosure and that the ancillary building has not been permitted. Mr. DeMartini was asked what his timeframe for removing this building is. Mr. DeMartini stated he is hoping to keep the ancillary building there, that it is a shed and has its own foundation and has five skids. It was custom built by Dakota Sheds, has spray foamed insulation, the electrical in done and has its own water. He also stated that the intention was always to bring it to the new location for overflow or a sick bay because it has four kennels inside. Mayor Auringer stated this was never relayed to the Council and that he would like to see the building gone immediately. Mr. DeMartini stated he did not know sheds needed to be permitted and that they live in the country and don't know city rules and that they are just trying to have a business here and that Angela employees 18 people with a payroll over \$100,000 from June to January 1st. She expects to employ over 30 people when she goes full-time with over \$200,000 in payroll. He went on to state that the land is frozen and that to remove the ancillary building (shed), the land would need to be heated/chipped away and that he would

need to ask Dakota Storage Buildings to move the shed. If it is required to be moved, he asked that he be given until spring to do so.

- Mayor Auringer reminded the DeMartini's that they have a signed CUP and agreement with the City. Mr. DeMartini stated that he thought the agreement was to have the building up by January 1st and that it is his fault that it is not ready for occupancy. He also stated that the plumbing permit was pulled in August and not received until December and that this delay was not communicated with the City.
- Administrator Bromeland explained that a kennel license has not been issued for 2022 and that staff would like Council direction as to issuing a kennel license in view of the violations to agreement and CUP. City Attorney, Chris Kennedy stated it is typical for kennel licenses to run the calendar year and that Council will want to limit the number of dogs on the premise. Mayor Auringer stated he feels the kennel process may need to be reviewed.
- Mrs. DeMartini stated that her facility is not just for breeding, that it is similar to the Paw, but on a smaller scale. She provides boarding, daycare, grooming and retail services. Both Mr. and Mrs. DeMartini stated they are looking at a maximum of 35 dogs on premise at a given time, that they currently have 18 5 x 10-foot kennels in the garage structure, are looking to install eight more in the main building, and that puppies are not included in the total number of dogs on premise. They also stated they would like to have more kennels in the ancillary building. They also stated they stopped using the ancillary building as part of their business effective immediately after the January 3, 2022 City Council meeting.
- Chris Kennedy stated that city code currently states that a dog does not need to be licensed if it is under 90 days old.
- Mayor Auringer stated the CUP allows for unannounced surprised inspections, which Mayor Auringer intends to look at. His concern personally is what is going on on-site. Mr. and Mrs. DeMartini stated the Council is welcome to stop in any time. Also addressed was the fact that the state license only stipulates the maximum of 10 breeding dogs, not the number of dogs on premise.
- Mayor Auringer also stated that the intent of the signed agreement was for the temporary utilization of the garage until the main building was constructed. The DeMartini's indicated they need to continue utilizing the garage as part of their business operations to make the business work.
- Council discussion included that they feel the completion date of April 15, 2022 is optimistic, that the Council was hoping to see a written presentation of the dates for project completion. Also discussed were the current 18 kennels plus 8 more in the main building which totals 26 kennels and the anticipated maximum of 35 dogs on site at a given time and where all the dogs would be located. Discussion also included if all kennels are full and some of the dogs do not get along, where they will be located/housed. This is why they would like to use the ancillary building. The main building would be used for daycare, grooming, 24 hours doggy wash, and offices. The garage would be used for kennels and that since this is a tall building, it will help with the noise being heard from outside. Council responded with a suggestion that the number of dogs be limited to the number of kennels they have. The DeMartini's stated that daycare dogs do not hold a kennel space, that they are located in the indoor or outdoor play area. The indoor play area is divided into three sections, the dogs are assessed as to friendliness, and then it is determined which area they will be staying in. If a dog needs to be placed in a kennel it will use one that it is not being used at that time. She also stated there is always staff present with the daycare dogs. She does not count daycare dogs in the kennel animal count. She went on to state that she needs the garage as part of the business and that if she is unable to use it as such she may just as well move out. Construction costs have increased over original anticipated costs.

- Council indicated they would like to look at all aspects of the business at this time to ensure that all issues and concerns are addressed for both the City Council and the DeMartini's. It was also stated the business plan presented to Council originally was very clear, in that the garage would only be used as a storage warehouse, and that the DeMartini's knew when they moved in that they would use this building as a location for dogs and that the original agreement was never followed; that the DeMartini's plans did not match the business plan they presented Council and that Council needs to receive their actual business plan for all the buildings. Mr. DeMartini stated that the original plans presented to Council needed to be changed due to building code requirements.
- Council asked if the DeMartini's had any other plans for their business which were not included in the CUP and signed agreement. They stated they have the amount of green space they need for the dogs. The business plan the Council has states 8 kennels and that they currently have 18 and intend to expand on that. The DeMartini's stated they have no other business plans. Angela stated their vision has not change and that going forward, if she needs to make one building work, she will have to. She also stated she needs both buildings.
- Chris Kennedy explained the process to amend the CUP, stating the CUP runs with the land and does not usually include buildings. He stated that Council can limit the number of dogs and kennels on the premise, as well as the size of the kennels. He also stated Council should consider fencing, concrete, blacktop, the maximum number of kennels and the size of kennels. He also stated that it is the DeMartini's responsibility, not the City's, to know the city's code/laws and abide by them and that if they are not abiding by then to then accept the consequences. He also recommended the DeMartini's read city code which is online on the City's website. Mr. DeMartini stated he would be contacting the City all the time in the future.
- Mayor Auringer stated the three options before Council include: 1) allow the two primary buildings and the ancillary building and consider the CUP altogether, 2) Rescind the CUP, in which case a closed meeting would need to be scheduled, and 3) have the DeMartini's return to the City Council meeting with additional information for a new CUP which would need a public hearing. Nothing would need to go to the Planning Commission. The CUP could be strengthened, as the city attorney recommended, as to the maximum number of dogs on site, whether the entire perimeter of property would need to be fenced.
- Council discussion included understanding the material issue, with a new business plan should be submitted. All proper procedures need to be followed.
- Mr. DeMartini stated originally, he was planning to use the garage as his shop and to store his dump truck and that his other option would be to store it at his father-in-law's house. He also stated that Angela did not know what she was getting into when she started this business, that originally there was going to be breeding and grooming at the building. Since then, they have added to doggy day care and kennel portion of the business.
- Mrs. DeMartini stated that the on-site vet will not happen, she may have a veterinary technician for her private use. She has two groomers who are currently in training. She also stated that she has checked with other businesses and learned that it is the local ordinance which controls the number of dogs a business can have on site at a given time.
- Mr. DeMartini stated their kennels are 5 feet by 10 feet and that all dogs have their own kennels, except occasionally two of their breeding dogs may share a kennel. Chris Kennedy stated there is a rule that dogs cannot be handled in a negligent manor, there is no given human to dog ratio.
- Council stated they no longer want to hear "I don't know" or "I didn't know" as an answer, that the owners need to know.
- Council stated if there are delays in construction the DeMartini's need to communicate this with staff immediately and directed the DeMartini's to provide City Council with a modified business

plan, intended use of each building, and include all aspects of the business and accurate use of the buildings. A clear and accurate statement of their needs must be presented to Council.

- Chris Kennedy laid out a timeline for the recommended process, stating an updated business plan, and the intended use of each building needs to be submitted by February 20th, the City Council will review this at the March 7th City Council meeting, and that a public hearing will be scheduled for the April City Council meeting. He also stated it will be City Council's responsibility to determine what is appropriate for the space and that staff will need two weeks to review the information provided prior to it going before Council.
 - Mayor Auringer summarized the following: complete the check list items, review of the business plan, how that looks with the number of dogs and clearly indicate the use of each building on the premise so the CUP for the entire property can be reviewed by Council. Also needed is an accurate, modified business plan. Mayor Auringer also stated the current CUP will need to be followed during this process.
 - Mr. DeMartini asked about fencing materials required. Administrator Bromeland stated a chain link fence would be sufficient and that a privacy fence is not required. Mr. DeMartini stated they will do their best to control dog barking while the dogs are outside. This could be determined at the public hearing. He also asked if he could plow snow into the ditch. He was directed to contact Blue Earth Council Engineer on this issue. He was directed to keep the fire hydrant area clean.
 - The permitting process is a separate issue from the CUP.
 - Council indicated they would also like to see addressed parking plans and number of stalls to ensure parking needs are met and also the plans for garbage storage/enclosure. The parking plan was filed with the site plan, the DeMartini's are currently taking their garbage home with them.
 - The permitting of the third building will be separate from the CUP. The reason staff was not comfortable with the use of this building and that it did not match the original conditional use permit. Initially when we thought it was a shed it would be handled differently than being used as park of operation of the business.
 - Council asked for an update of construction progress at the March 7th City Council meeting, since materials should be delivered by February 15th, either in writing or in person.
 - Administrator Bromeland will provide the DeMartini's with a follow-up of items discussed tonight and items they need to provide the City.
 - Council consensus was to move forward with the DeMartini's presenting a new business plan and the timeline which Mr. Kennedy presented.
3. 317 LeRay Avenue and Next Steps for Nuisance Abatement Action
- Administrator Bromeland explained that discussion took place at the January 3rd City Council meeting regarding the property at 317 LeRay Avenue and alleged nuisance violations related to storing sheet metal. A letter was sent to the property owner by legal counsel on January 4th, giving the property owner seven days to contact the City with a plan to bring the property into compliance within the next fourteen days. The property owner did contact Chief of Police John Kopp within the seven-day timeframe but has not yet brought the property into compliance within the fourteen-day timeframe given.
 - Chief Kopp stated he spoke with the property owner and the person with the dumpster. The owner of the dumpster (Chad Petersen) told Chief Kopp that he has a trailer to move the dumpster which is currently at Topper's Plus for service. Chief Kopp told him about tonight's meeting. Chief Kopp also stated that the police department is monitoring and documenting daily the issue of the property being brought into compliance. To date the property is not in compliance and a long trailer with two junk vehicles is parked on the roadway.

- Mary, mother of Chad Petersen, stated Chad has a disability and health challenges and explained what those are. She stated Chad has received funding to repair the trailer needed to move the dumpster, but that Topper's Plus would not be able to look at it until the end of the week. She also stated that the cost of the repairs needed would determine if sufficient funding is available. She asked for additional time to removed necessary items.
 - Chris Kennedy, the City's attorney, stated that the issue is with the owner of the property, Jenni Baker, and that she could evict Chad. He stated there are concerns that a scrapping business is being run out of this property which is not allowed by City code in a residential district.
 - Chief Kopp stated that Chad has told police officers that he is not running a business out of this property, that it is based out of Pemberton and that he has a different location to sort metal.
 - Chad's mother stated Chad brings items to Eagle Lake to then take to scrap. Mr. Kennedy stated she has described a business being run out of 317 LeRay Avenue, that it is part of the chain.
 - Chris Kennedy stated that additional notification would be needed to go to court to get approval for abatement.
 - Mayor Auringer stated he would like this issue to be brought before the Council at the February 7th City Council meeting, allowing for the trailer to be repaired, and that if there is no resolution going forward to move forward with abatement. He stated he is looking for progress.
 - Chief Kopp asked for clarification in that the dumpster is not allowed within City limits. That is correct and once it is removed, it cannot be brought back into the City and cannot be on the property overnight to be removed in the morning.
 - Council Member Steinberg moved, seconded by Council Member White, to grant an extension to February 7, 2022 for the property to be brought into compliance. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
4. Contract with Region Nine for Strategic Economic Development Plan Services
- Administrator Bromeland stated that in the Council packet is a contract from Region Nine for services related to researching and creating a Strategic Economic Develop Plan for the City of Eagle Lake. By signing the contract, Eagle Lake agrees to pay \$75 per hour to Region Nine. The cost for services will not exceed \$15,000. The cost for this contract will be paid for utilizing a \$10,000 grant from Sothern Minnesota Initiative Foundation (SMIF) that was obtained for the purpose of developing a strategic economic development plan and initiative. The City's match will be paid for using funds allocating in the 2022 budget for this purpose (101-41600-300).
 - Council Member White moved, seconded by Council Member Rohrich, authorizing Administrator Bromeland to sign contract with Region Nine for a Strategic Economic Development Plan. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.

ADJOURNMENT

- Council Member White moved, seconded by Council Member Whittington, to adjourn the meeting at 8:01 p.m. Motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
-

Tim Auringer, Mayor

Kerry Rausch, Deputy Clerk

**CITY OF EAGLE LAKE
PARK BOARD MEETING
THURSDAY, JANUARY 13, 2022**

Call to Order: Meeting was called to order by Chair Horkey at 6:48 a.m.

Members Present: Joan Back, Ryan Short, Shane Wendland, Jeremy Horkey, and Tim Auringer
Staff Present: City Administrator Jennifer Bromeland, Public Works Director Brian Goettl, and Deputy Clerk
8Kerry Rausch

Treasurer's Report

Treasurer's report was presented.

Business

1. Lake Eagle Park Master Plan Kick Off Meeting

- Jonathon Nelson with Bolton and Menk will attend the February Park Board meeting to present options for drafting a Park Master Plan.
- City Administrator Jennifer Bromeland stated that Mr. Nelson has provided the Park Board with preliminary costs which were included in the meetings packet. The proposed scope of drafting a master plan could be completed in steps and the City can pick and choose which items they are interested in.
- Public Works Director Brian Goettl stated a contractor would draw up pavilion construction designs at no cost.
- The concept plan would be to look at the bigger scope of park design and usage. Anthony White has stated previously that he would like to see a temporary rink to be used for ice skating. If a temporary ice rink would be erected the City would need to consider lighting and equipment needs.
- Another large scope item for City parkland is for the City to consider if the Schuch property would be of interest to obtain.
- Administrator Bromeland will look to see if there are grants available for planning purposes.

2. Update on Fencing at Ice Rink

- Brian Goettl stated work on the fencing will begin today.

3. Upcoming Winter Activities Day at Lake Eagle Park from 2-4 pm on Saturday, February 5th

- Administrator Bromeland spoke with Heather with Mankato Community Ed and Recreation who is helping organize this event. The City will need to provide volunteers to help run the events. This event will be similar to last year with sledding, skating, hopefully snow shoeing, a scavenger hunt, a medallion hunt and other activities as well as treats. Burn barrels will be available and the street by the sledding hill will be coned for safety purposes.

4. Other Items

- Replacing of ash trees in Lake Eagle Park was discussed. It is anticipated that seven trees will be removed and replaced utilizing grant funding. Due to Blue Earth County's quarantine on ash trees, disposal cost of removed trees may be greater than originally anticipated.

Ryan Short moved, seconded by Shane Wendland, to adjourn the meeting at 7:25 a.m.

ECONOMIC DEVELOPMENT AUTHORITY
WEDNESDAY, JANUARY 26, 2022

Call to Order: The meeting was called to order by Brian Hughes at 6:45 a.m.

Members Present: Christine Black-Hughes, Jim Beal, Brooke Wach, and John Whittington
Staff Present: Jennifer Bromeland and Kerry Rausch

Approval of Agenda

- Agenda was approved

Treasurer's Report

- The treasurer's report was presented. It was explained that the \$50,000 levied for 2022 will be received with the property taxes in July and December. Administrator Bromeland will verify that these funds are not allowed to be reallocated by City Council since they were specifically levied for the EDA.
- It was stated that people are showing interest in the Micro Trek building and that Administrator Bromeland will contact Micro Trek to receive better specifications on the building for when the City is contacted regarding this space.

New Business

1. Status of Little Sprouts Forgivable Child Care Loan

- Administrator Bromeland stated that she has been in communication with Andrew and Krystal Miller with Little Sprouts the past few months regarding their Forgivable Child Care Loan. Due to several factors, COVID and other aspects of running their business, the Miller's paused drawing fund but now have decided they would like to try and utilize the funds. This is a unique situation with Little Sprouts. Blue Earth County has advised that Little Sprouts have until July 15, 2022 (six months) to expend funds for what was included on their original application. Any unused funds must be returned to Blue Earth County by this date and a new application submitted if there is interest in using the funds for a purpose other than what was originally include on the application.
- Recently, Little Sprouts inquired about using the funds for rent and wages. Given the substantial deviation from what was included in the original application, Blue Earth County advises that Little Sprouts submit a new application as neither City nor County staff has the authority to unilaterally deviate from what was previously approved. This information has been communicated to Little Sprouts via email and a phone conversation.
- City staff has reached out to the Rural Center for Entrepreneurial Facilitation (RCEF) on Little Sprout's behalf to coordinate a meeting to review financials. It will be up to Little Sprout to determine how to proceed.
- To date Little Sprouts has expended approximately \$3,877 of the \$19,142 interest only forgivable loan which leaves \$15,265.73 undrawn.

2. Strategic Economic Development Plan Kickoff with Region Nine

- Alejandra Bejarano and Leah Petricka with Region Nine were present to gather initial information. EDA members were asked to utilize the jamboard link after the meeting to add any additional information they feel is relevant. The link to do this will be closed sometime next week.

- The following questions were presented to the EDA for their responses:
 - What makes Eagle Lake a livable place?
 - What do you view as the future of Eagle Lake?
 - Who/What do you see as assets in the community? List and specifically identify them.
 - People and groups
 - Business and Industry
 - Infrastructure
 - Other assets
 - Is there something that keeps Eagle Lake from making these assets impactful?
 - What do you hope to learn from the plan (project)
 - What outcomes and/or results you would like to see come from the project?
 - Region Nine will include a community engagement piece with this project.
 - The plan Region Nine did for Lake Crystal can be shared with EDA if desired. Eagle Lake's plan will be tailored to meet the City's needs.
 - It was stated that SMIF has an initiative to give money to aspiring entrepreneurs on the complete basis and Region Nine has a lending program for gap funding and other funding options as well.
3. Miscellaneous Updates
- Administrator Bromeland updated the EDA stating that the public hearing scheduled for January 19th for the purpose of considering annexation was cancelled due to the property owners of parcel R39.10.19.251.008 withdrawing their request on January 13th. The prospective developer indicated that he needed to withdraw his purchase agreement for the parcel due to plans to utilize a 1031 exchange for the purchase and the inability to obtain necessary approvals in the time frame needed for a successful exchange.

Adjournment

The meeting adjourned at 8:03 a.m.

Respectfully Submitted,
 Kerry Rausch
 Deputy Clerk

CITY OF EAGLE LAKE

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January 2022

Name	Check Date	Check Amt	
10100 Cash			
1479e MN DEPT OF LABOR & INDUSTR	1/4/2022	\$323.98	4TH QTR BUILDING SURCHARGE FEE
1480e MN DEPT OF REVENUE	1/4/2022	\$1,656.00	DECEMBER 2021 SALES TAX
1481e PSN	1/4/2022	\$562.96	DECEMBER FEES
1482e AFLAC	1/4/2022	\$134.88	DECEMBER 2021 PREMIUMS
1483e PERA	1/4/2022	\$4,896.74	BW 01-06-21
1484e FURTHER	1/4/2022	\$322.84	BW 01-06-22
1485e Verizon Wireless	1/10/2022	\$277.57	
1487e FURTHER	1/18/2022	\$387.09	BW 01-20-22
1488e PERA	1/18/2022	\$3,927.70	BW 01-20-22
1489e PERA	1/24/2022	\$37.50	MO 01-22
43131 BROMELING EXCAVATING INC	11/4/2020	(\$5,630.82)	PAY ESTIMATE #3-2019 LINDA DRIVE STOR
44103 ARAMARK	12/30/2021	(\$286.03)	
44144 ASCAP	1/3/2022	\$390.00	2022 LICENSE
44145 ASSOCIATED PSYCHOLOGICAL	1/3/2022	\$250.00	CRARY 2019 EVALUATION
44146 COALITION OF GREATER MN CI	1/3/2022	\$5,826.00	2022 DUES
44147 CONSOLIDATED COMMUNICATI	1/3/2022	\$561.47	ACCT 507-150-0101/0
44148 EAGLE EXPRESS	1/3/2022	\$1,228.88	DECEMBER FUEL
44149 FRESH START CLEANING AND	1/3/2022	\$100.00	DECEMBER SERVICE
44150 GOETTL BRIAN	1/3/2022	\$200.00	2022 BOOT REIMBURSEMENT
44151 HARTMAN, ANDREW	1/3/2022	\$200.00	BOOTS
44152 LEAGUE OF MN CITIES	1/3/2022	\$360.00	2022 SUBCRIPTION
44153 MACQUEEN EMERGENCY	1/3/2022	\$377.16	
44154 MATHESON TRI GAS INC	1/3/2022	\$55.73	
44155 NORTHLAND TRUST SERVICES	1/3/2022	\$60,577.50	2017A CROSSOVER REFUNDING BOND PM
44156 ROMIG, BEN	1/3/2022	\$251.45	2021 REIMBURSEMENT
44157 SOUTHERN MN INITIATIVE FOU	1/3/2022	\$1,000.00	2022 CONTRIBUTION
44158 STREICHERS	1/3/2022	\$189.00	2021 - CRARY - VEST
44159 SUPERIOR CAR WASH	1/3/2022	\$120.00	10-\$12 car washes
44160 BENCO ELECTRIC	1/5/2022	\$527.13	STREET LIGHTING
44161 CHRISTOPHER KENNEDY	1/5/2022	\$981.00	DECEMBER 2021 FEES
44162 JENSEN, DUSTIN	1/5/2022	\$250.00	2022 TRAINING REGISTRATION
44163 BCBS OF MN	1/12/2022	\$11,428.19	FEBRUARY PREMIUM
44164 BHE COMMUNITY SOLAR LLC	1/12/2022	\$2,061.25	NOVEMBER BILLING PERIOD
44165 BROMELING EXCAVATING INC	1/12/2022	\$5,630.82	REISSUE LOST CHECK43131 FROM 2020-LI
44166 CORNERSTONE STATE BANK-LE	1/12/2022	\$204,807.32	GO REFUNDING BOND SERIES 2021B
44167 CUSTOM PRODUCTS OF LITCHF	1/12/2022	\$575.34	WINDSHIELD
44168 MN DNR-OMB	1/12/2022	\$403.39	WATER PERMIT 1979-4363
44169 MN RURAL WATER ASSOCIATIO	1/12/2022	\$500.00	CONFERENCE-MIKE NICKLAY
44170 NORTHLAND SECURITIES	1/12/2022	\$435.00	ANNUAL CD FILING FOR 2021
44171 PRINCIPAL LIFE INSURANCE CO	1/12/2022	\$193.00	JANUARY/FEBRUARY PREMIUM
44172 STATE OF MINNESOTA	1/12/2022	\$200.00	WELL HOUSE #1
44173 U.S. BANK	1/12/2022	\$9,493.35	GO IMRPOVEMENT BOND 2021A
44174 ARAMARK	1/19/2022	\$151.45	
44175 DELTA DENTAL OF MN	1/19/2022	\$733.65	FEBRUARY PREMIUM
44176 METRO SALES INC	1/19/2022	\$1,474.83	COPIER FEES
44177 UNITED STATES POSTAL SERVI	1/19/2022	\$288.20	WINTER NEWSLETTER POSTAGE
44178 NICKLAY, MICHAEL	1/19/2022	\$164.99	BOOT REIMBURSEMENTS
44179 ADP, LLC	1/26/2022	\$430.00	
44180 CASEYS GENERAL STORE EAGL	1/26/2022	\$633.56	
44181 KERRY RAUSCH	1/26/2022	\$57.11	Reimbursement
44182 US BANK EQUIPMENT FINANCE	1/26/2022	\$114.00	
44183 ALPHA WIRELESS	1/31/2022	\$1,341.50	Quarterly Agreement
44184 ARAMARK	1/31/2022	\$239.74	
44185 ARNOLDS OF ALDEN	1/31/2022	\$277.00	

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January 2022

Name	Check Date	Check Amt	
44186	AUTO ZONE	1/31/2022	\$145.34 Bobcat-Duralast Gold Battery
44187	AUTOMATIC SYSTEMS CO	1/31/2022	\$807.40 Water Tower Fail
44188	BAYNON DATA SYSTEMS INC	1/31/2022	\$2,565.00 2022 Annual Support
44189	MN BCA	1/31/2022	\$125.00 Search Warrants - Ben Romig
44190	BUREAU OF CRIMINAL APPREH	1/31/2022	\$150.00 4th Qtr CJDN Access Fee
44191	BENCO ELECTRIC	1/31/2022	\$514.69 STREET LIGHTING
44192	BHE COMMUNITY SOLAR LLC	1/31/2022	\$1,488.10 DECEMBER CHARGES
44193	BLUE EARTH COUNTY CHIEF AS	1/31/2022	\$120.00 2022 Dues
44194	BLUE EARTH COUNTY FINANCE	1/31/2022	\$1,025.50 Card Key - Cray
44195	BLUE EARTH COUNTY HIGHWA	1/31/2022	\$1,980.00 Salt/Sand Mix
44196	B. E. COUNTY LICENSE CENTER	1/31/2022	\$154.00 2008 Ford SRW
44197	B. E. COUNTY SHERIFFS DEPT	1/31/2022	\$1,700.00 3rd Quarter Records Contract
44198	BOLTON & MENK INC	1/31/2022	\$1,453.50 General Engineering
44199	BOUND TREE MEDICAL LLC	1/31/2022	\$533.55 MEDICAL SUPPLIES
44200	CARRIAGE REPAIR INC	1/31/2022	\$61.63 2021 Ford Explorer - Oil Change
44201	CENTER POINT ENERGY	1/31/2022	\$1,378.47 DECEMBER SERVICE
44202	COMPUTER TECHNOLOGY SOL	1/31/2022	\$2,062.90 Contract Agreement
44203	CONSOLIDATED COMMUNICATI	1/31/2022	\$559.86 Acct: 507-150-0101/0
44204	CRYSTEEL TRUCK EQUIPMENT	1/31/2022	\$92.52
44205	GENERATOR SYSTEM SERVICE	1/31/2022	\$650.00 Preventative Maintenance-Onan Generator
44206	GOPHER STATE ONE CALL	1/31/2022	\$98.60 Annual Facility Operator Fee
44207	GOVERNMENT FORMS & SUPPLI	1/31/2022	\$458.12 Utility Bills - 2,200 Qty
44208	HAWKINS	1/31/2022	\$25.00
44209	HEIMAN FIRE EQUIPMENT	1/31/2022	\$93.21 Thread Saver
44210	I & S GROUP INC	1/31/2022	\$372.00 MS4 Annual Administration
44211	J.R. BRUENDER CONSTRUCTIO	1/31/2022	\$230.00
44212	KIBBLE EQUIPMENT	1/31/2022	\$187.28 Wheel
44213	KOLLES, SPENCER	1/31/2022	\$517.77 Center Console
44214	LEAGUE OF MN CITIES	1/31/2022	\$275.00 Election Leaders Institute-Whittington
44215	LINDE GAS & EQUIPMENT INC	1/31/2022	\$53.64
44216	LJP ENTERPRISES	1/31/2022	\$10,851.06 64 gal=933 96 gal=117
44217	MACQUEEN EMERGENCY	1/31/2022	\$167.65 1998 Pierce Saber
44218	MASTER ELECTRIC	1/31/2022	\$295.00 WATER TOWER COMMUNICATIONS
44219	MENARDS	1/31/2022	\$399.40
44220	METERING & TECHNOLOGY SOL	1/31/2022	\$6,952.70 WATER METERS
44221	MID-AMERICAN RESEARCH CHE	1/31/2022	\$3,188.00 LIFT STATION DEGREASER
44222	MJM MEDICAL DIRECTION CONS	1/31/2022	\$500.00 2022 Annual Medical Direction Fee
44223	MN CHIEFS OF POLICE ASSOC.	1/31/2022	\$320.00 2022 Membership Renewal
44224	MN PUBLIC FACILITIES AUTHOR	1/31/2022	\$2,168.76 Interest Payment
44225	MN PUMP WORKS	1/31/2022	\$8,009.43 Sewer - High Alarm
44226	MN STATE FIRE CHIEF ASSN.	1/31/2022	\$900.00 Conference - Simpson, Talle
44227	MINNESOTA WASTE PROCESSI	1/31/2022	\$7,022.39 December Fees
44228	NAPA AUTO PARTS	1/31/2022	\$29.99 BYBRID WHIP HOSE
44229	PLOOG ELECTRIC	1/31/2022	\$318.00 6 Ballasts
44230	POMPS TIRE SERVICE INC	1/31/2022	\$121.50
44231	SANCO EQUIPMENT LLC	1/31/2022	\$2,329.34 Bobcat-replace tracks on skid loader
44232	SOUTH CENTRAL COLLEGE	1/31/2022	\$198.84 K. Olson - First Responder Refresher
44233	STREICHERS	1/31/2022	\$1,266.00 West - Jensen
44234	TARGET SOLUTIONS LEARNING	1/31/2022	\$3,077.72 Membership
44235	TRACTOR SUPPLY CREDIT PLA	1/31/2022	\$255.46 Air Hose Reel
44236	TRUCK CENTER COMPANIES	1/31/2022	\$74.00 2020 FTL-Rear Suspension
44237	TUFTE WANGEN REAL ESTATE	1/31/2022	\$523.24 Refund Water Meters Not Used-112 Parkway A
44238	UC LABORATORY	1/31/2022	\$272.49
44239	VAN ASTEN, JESSIE	1/31/2022	\$155.00 Winter Newsletter
44240	XCEL	1/31/2022	\$6,620.15

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***Check Summary Register©**

January 2022

Name	Check Date	Check Amt
Total Checks		\$397,583.62

FILTER: (([Act Year]='2022' and [period] in (1))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10100'

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***Check Summary Register©**

January 2022

Name	Check Date	Check Amt
10101 EDA Cash		
465 VAN ASTEN, JESSIE	1/31/2022	\$75.00 2021 Winter Holiday Flyer
	Total Checks	\$75.00

FILTER: (([Act Year]='2022' and [period] in (1))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10101'

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January 2022

Name	Check Date	Check Amt	
10102 Loan Acct Cash			
385 BLUE EARTH COUNTY FINANCE	1/5/2022	\$412.00	LITTLE SPROUTS DAYCARE FORGIVABLE L
386 LITTLE SPROUTS DAYCARE	1/19/2022	\$413.79	DRAW #3 - FORGIVEABLE LOAN
	Total Checks	\$825.79	

FILTER: (([Act Year]='2022' and [period] in (1))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10102'

Pay Dates 01/06/2022, 01/20/2022, 01/27/2022

Payroll Name	Pay Date	Net Pay
Auringer, Mandy L	01/06/2022	735.82
Auringer, Mandy L	01/20/2022	797.26
Auringer, Timothy A	01/27/2022	350.81
Bromeland, Jennifer J	01/06/2022	2,591.33
Bromeland, Jennifer J	01/20/2022	2,739.95
Crary, Amy L	01/20/2022	153.00
Goettl, Brian K	01/06/2022	1,520.76
Goettl, Brian K	01/20/2022	1,801.88
Haber, Jerald L	01/06/2022	62.22
Hartman, Andrew R	01/06/2022	1,230.37
Hartman, Andrew R	01/20/2022	1,471.55
Jensen, Dustin D	01/06/2022	2,064.36
Jensen, Dustin D	01/20/2022	1,802.57
Konz, Noah J	01/27/2022	73.88
Kopp, John A	01/06/2022	3,064.66
Kopp, John A	01/20/2022	2,269.57
Nicklay, Michael L	01/06/2022	1,400.36
Nicklay, Michael L	01/20/2022	1,320.36
Rausch, Kerry L	01/06/2022	1,113.38
Rausch, Kerry L	01/20/2022	1,221.01
Rohrich, Elizabeth K	01/27/2022	253.96
Romig, Benjamin T	01/06/2022	1,844.59
Romig, Benjamin T	01/20/2022	181.50
Shoemaker, Brian J	01/20/2022	158.26
Simpson, Vern L	01/27/2022	349.40
Steinberg, Garrett R	01/27/2022	253.96
White, Anthony D	01/27/2022	253.96
Whittington, Johnnie L	01/27/2022	253.96

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In January, we participated in our winter qualification with the Blue Earth County Sheriff's office. This is a mandatory training we must go through every year as it is Post required to have an inclement weather shoot every year.

In March, we will be training with the Blue Earth County Sheriff's office on Defensive tactics/use of force and taser certification. This is a yearly mandatory requirement as well.

We will be at the Winter Park festival celebration on February 5th. This is a great opportunity to meet with citizens and kids in our community. It is also a great public relations opportunity.

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	1												1
Equipment Violations	0												0
Expired Tabs	0												0
Other	0												0
Seatbelt	0												0
Speeding	1												1
Stop Sign	0												0
Traffic Stops	10												10
Warnings	8												8
Calls for Service													Total
Accidents	1												1
Administrative Citations	1												1
Alarms	0												0
Animal Comp.	5												5
Assaults	0												0
Assist	6												6
Assist Ambulance	8												8
Assist Fire Dept	1												1
Assists OA	10												10
Burglary	0												0
Call Outs	9												9
Civil	2												2
Directed Patrol	60												60
Disturbance	2												2
Domestic	1												1
Driving Comp.	1												1
DWI	0												0
Fraud	1												1
Harrasment	0												0
Miscellaneous	54												54
Narcotics	0												0
Noise Comp	0												0
Ordinance Viol.	1												1
Party Comp.	0												0
Property Damage	3												3
Runaway/Missing Person	0												0

Eagle Lake Fire Chief's Report-January 2022 & 2021 Year End

Greetings, I'd like to start by thanking Dan Ruschmeyer for his years of dedication as Fire Chief! Most people are not aware of the extent of involvement that is required. The countless hours he sacrificed from his home life to manage all phases of the fire service day in and day out did not go unnoticed by those of us on the department. Not to mention the fact that Dan returned us to our families safely following each call! Thank you Fire Chief Dan Ruschmeyer!

We honored Darryl Metzler at our annual Fireman's Banquet this year. Darryl served our community for 28 years from January 14, 1992 – February 15, 2020 and retired as Captain. He also served on Mankato Fire for 2 years during that same time. That is an outstanding achievement. Thank you for your service, Captain Darryl Metzler!

Our community has been experiencing a rapid growth rate and as such ELFD has seen a constant rise in call volume over the years as well.

Totals for 2021 were 175 plus 13 cancelled calls. Close to 20 calls more than the previous year.

December 2021:

Fire Alarm-1

Fire Assist-3

Medical Resp-17

Motor Vehicle Acc-1

Total-22

January 2022:

Fire Alarm-1

Medical Resp-11

Motor Vehicle Acc-1

Call Areas:

Eagle Lake-11

Le Ray TWP-2

Mankato TWP-0

In the months ahead, I look forward to working with you to ensure our department serves Eagle Lake to make it a safe community.

Vern L. Simpson II

Eagle Lake Fire Chief



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

February, 2022

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

From: Brian Goettl Public Works Director

Water: The water tower telemetry has been repaired again, we have been having problem with the telephone line from the well to the tower for many years when it gets extremely cold. We have been working with John Graupman at Bolon-Menk and some different companies to get our needs and a price for a SCADA system for our water and sewer system.

Sewer: Minnesota Pumps replaced the impellers on both pumps at the Owl Lane lift station, The Maple Lane lift station controller in the panel and the 5 floats must be replaced at the cost of \$1606.50 and are on order, the floats will give a false signal and set the alarm off.

Streets: Snow plowing, and removal has been going well.

Parks: Sun-Up Construction started on the fencing at the skating rink and will return when the weather warms up to finish with the end fences and the basketball back stops. We have been working on getting everything lineup for the winter event from the Public Works end.

Storm Sewer: Jennifer and I we be working with ISG Engineering meeting at lease 4 times this year to work on the 2022 MS4 permit.

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

Brian K. Goettl

2022 BUILDING PERMITS ISSUED

<u>HOUSE #</u>	<u>STREET</u>	<u>VALUE</u>	<u>Project Description</u>
152	Creekside Dr	\$ 16,320.00	Sun Porch & Deck
107	598th Ave	\$ 9,500.00	Commercial plumbing-pd for meter on permit 21-124
1009	Timberidge Trl	\$ 7,391.00	Reside
109	N Agency St	\$ 2,500.00	Water Heater

Eagle Lake Fire Relief
Gambling Fund Report December 2021

Balance	12/1/21		\$113,886.37
Income:			
Paper Pull Tabs		\$8,277.00	
Electronic		\$29,148.00	
Interest Income		\$14.70	
Total Income			<u>\$37,439.70</u>
Total Funds Available			\$151,326.07
Less Total Disbursements			<u>(\$131,842.11)</u>
Balance	12/31/21		\$19,483.96

2021 Profit / Community Donations

Net Profit:			
	1/21	\$23,187.08	
	2/21	\$965.48	
	3/21	\$26,710.97	
	4/21	\$1,383.98	
	5/21	(\$768.03)	
	6/21	\$114.67	
	7/21	\$3,283.99	
	8/21	\$21,825.28	
	9/21	\$11,209.26	
	10/21	\$12,041.60	
	11/21	\$12,313.77	
	12/21	\$5,778.21	
Total Profit To Date:			\$118,046.26
Community Donations To Date:			\$11,710.00



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Liability Coverage Waiver Form

Attached is a Liability Coverage Waiver Form from the League of Minnesota Cities Insurance Trust (LMCIT). The decision to waive or not waive the statutory tort limits must be made annually by the member’s governing body. Cities obtaining liability coverage from LMCIT must decide whether to waive the statutory limits to the extent of the coverage purchased. Historically, the City Council has not purchased excess liability coverage and has opted to not waive the statutory tort limits. For members who choose not to waive the statutory limits, the member’s liability is limited by the statute to no more than \$500,000 per claimant and \$1.5 million per occurrence.

Listed below are the three options:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Jennifer J. Bromeland
City Administrator

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2022-09**

A Resolution to Not Waive the Statutory Tort Limits

WHEREAS, the City of Eagle Lake participates with the League of Minnesota Insurance Trust for Workers Compensation and Property Liability; and

WHEREAS, if the City does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage; and

WHEREAS, if the City waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$1,500,000 on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants; and

WHEREAS, if the City waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchase. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Eagle Lake, Minnesota hereby **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

Adopted by the City Council of Eagle Lake, Minnesota this 7th day of February 2022.

Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)



LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: February 7, 2022

Signature: _____ Position: City Administrator

Summary of LMCIT Liability Coverage Options

Helpful background information on this chart may be found in the [LMCIT Liability Coverage Guide](#).

Coverage structure If the city:	On a liability claim to which the statutory limits apply		On a liability claim to which the statutory limits do not apply
	This is the maximum amount a single claimant could recover on an occurrence.	This is the maximum total amount that all claimants could recover on a single occurrence.	
Does not have excess coverage & Does not waive the statutory limits	\$500,000	\$1,500,000	\$2,000,000
Does not have excess coverage & Waives the statutory limits	\$2,000,000	\$2,000,000	\$2,000,000
Has \$1,000,000 of excess coverage & Does not waive the statutory limits	\$500,000	\$1,500,000	\$3,000,000
Has \$1,000,000 of excess coverage & Waives the statutory limits	\$3,000,000	\$3,000,000	\$3,000,000

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2022-10**

A Resolution Accepting the Disposal of City Records

WHEREAS, Eagle Lake City Council has adopted the State of Minnesota Record Retention Standards; and

WHEREAS, current records were reviewed and records that may be disposed of are listed in Attachment A; and

WHEREAS, the City believes it is appropriate for the disposal of these records.

NOW THEREFORE BE IT RESOLVED, that the City Council accepts the disposal of these records

Adopted by the City Council of Eagle Lake, MN this 7th day of February 2022.

Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

RECORD RETENTION - 2022 DISPOSAL LOG
Attachment A - Number of Boxes: 13

<u>Year</u>	<u>DESCRIPTION</u>
2013	AP Invoices
2013	UB Postage Receipts
2015	UB Payment Plans
2015	Move in/out
2013	Residential Building Permits
2017-2018	Dog License
2002-2004	Board Applications
2019	PT PW apps
2002-2005	Certificate of Liability Insurance
2009	Solicitors License
2005	K9 Dog Agreement
2006-2007	Board and Commission Apps & Resignation Letters
2010	Board and Commission Apps and resignation Letters
2011	Rental Property License
2009	Federal/state Payroll
2010	Audit
2013	Bank Statements
2013	Property Tax Statements
2013	Health Insurance Statements
2013	Publication and Articles
2018	Administrative Clerk Employment Applications
2013	Payroll Timecards
2017	Chamber Rentals
2017	Solicitor License
2017	UB Postage Receipts
2007-2010	Revenue Reporting System
2010	Outage Reports
2015-2017	Outage Reports
2016	Election Affidavit of Candidacy
2007	Council Nomination
2003	Record Retention Schedule
1999-2001	Hwy 14 Partnership

2007	Safety and Health Program Receipts
2017-2018	Police Applications
2010	Federal/State Payroll Reports
2014	UB Postage Receipts
2013	Regency Audit
2018	Chamber Rentals
2016-2020	UB ACH Authorization Forms
2019	Dog License
2014	Bank Statements
2014	Property Tax Statements
2014	Sales Tax Reports
2014	Health Insurance Statements
2014	Cash Receipts
2014	Accounts Receivable
2014	UB Receipt Book
2014	Residential Building Permits
2014	AP Invoices
2016	UB Reports and Postage Receipts
2016	Move in/out
2018	Solicitors License
2003	Contractor Bond
1992-1997	Building Permit List
2000-2009	Building Permits Issued/Lists
2019	Solicitor License
2019	Chamber Rentals
2018	Outage Reports
2014	UB Adjustments
2016	UB Adjustments
2013-2019	ACH Authorization Forms
2018	Move in/out
2017	UB Reports and Postage Receipts
2017	Move in/out
2011	Property Tax Statements
2015	AR Reports
2017	Insurance Enrollment
2015	Publications and Articles

2015	Direct Deposits
2015	Property Searches
2015	Building Permit Surcharge Reports
2015	Sales Tax Reports
2015	Bank Statements
2015	4M Fund Bank Statements
2015	Loan Account Bank Statements
2015	ACDP Bank Statements
2015	Property Tax Statements
2015	Direct Deposit (EFT)
2015	Affidavits and Audit
2014-2015	UB Receipt Book
2015	Group Member Life Ins.
2015	Health Care Group Contract
2020	Dog License
2015	Accounts Payable Invoices
2015	Flex Spending
2015	Postage Statements
2015	Rental License 704 Parkway
2015	Building Permits
2018-2018	Payment Plans
2019	UB Adjustments
2019	Outage Reports
2005-2007	Boards and Commission Apps
2019	UB Tabs
2018	UB Tabs
2018	UB Reports
2018	Dog License
2018	UB Receipt Book
2016-2018	General Receipt Book
2019	Dog License
2017	Move in/out
2020	Dog License
2015	Voided Checks
2017	UB Receipt Books
2019	Dog Licenses

1997	Admin Intern Job Posting
1996-2002 termination date	Applications
2001 - 2004	Applications for Employees Not Hired
1997-1998	Background Check Authorizations
2007	Dental Insurance Proposal
DOT 2016 - 2020	Direct Deposit Information
2004	Earning Histories
1999, 2002	Final Settlements Property Loss
2003 - 2005	Garnishment Notices
1999	Health Insurance Premium Roster
1996-2020	I-9s
1995	Lease of Equipment
2005	Life Insurance Benefit Paid Out
2000/2008/2009/2011/2012	Life Insurance Old Renewal Rates, Booklets, and Premiums
1999-2005	Life Insurance Renewal Wages for Employees
DOT 1985-2017	New Hire Medical Documents
1997-2005	New Hire Notices for Former Employees
1995	Old Checks
2005	Performance Evaluations Former Employees
DOT 1994-2014	Personnel Files Former Employees
1996-1997	Police Reserve Officer Applications
1999	Property & Casualty Application with LMC
2004	Quarterly Payroll Reports
2002	Unemployment Claim
1994 - 2020	W-2s
All terminated prior to 2005	W-4s and I-9s
2005/2006/2007/2008/2009/2010	Work Comp Premium Notices

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2022-11**

**A Resolution Accepting the Resignation of Volunteer Firefighter Dan Ruschmeyer from the City
of Eagle Lake, Minnesota**

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

WHEREAS, Dan Ruschmeyer has been with the City for twenty-three (23) years and the City Council recognizes and appreciates the service from Dan Ruschmeyer in the role of a Volunteer Firefighter and Fire Chief for the Eagle Lake Fire Department. Dan Ruschmeyer's dedication and professionalism is what many would like to strive for.

NOW THEREFORE, BE IT RESOLVED, the City accepts the resignation of Dan Ruschmeyer from the City of Eagle Lake Fire Department effective January 3, 2022.

Adopted by the City Council of Eagle Lake, Minnesota this 7th day of February 2022.

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 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Audit Engagement Letter

Attached is an engagement letter from Eide Bailly which represents their understanding of the auditing services to be provided to the City of Eagle Lake for the year ending 2021. The fee for the audit is estimated to be \$24,500.

Below you will find a fee scheduled for the next 3-years with Eide Bailly:

2021-\$24,500
2022 -\$25,500
2023-\$26,500

\$25,000 was budgeted in the 2022 budget for auditing services (see line item 101-41600-301).

A motion is necessary to authorize the Mayor to sign the Audit Engagement Letter from Eide Bailly.


Jennifer J. Bromeland
City Administrator

Jennifer Bromeland

From: Jamie Fay <jfay@eidebailly.com>
Sent: Tuesday, August 3, 2021 9:36 AM
To: Jennifer Bromeland
Subject: Audit Items

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning Jennifer!

Here's what I've come up with for the audit fees for the coming years along with some historical numbers for comparison after our conversation last week. Please let me know if you have any questions or what the Council decides to move forward with. I tried to include both what we have as time and dollars into the audit (called 'costs internally' below) as well as the billing done for prior years for some comparison.

Upcoming Audit Fees:

2021 – \$24,500
2022 – \$25,500
2023 – \$26,500

Prior year costs internally here at EB:

2020 – \$39,748.10
2019 – \$33,494.7
2018 – \$26,750.87

Prior year billings:

2020 – \$20,000
2019 – \$19,100
2018 – \$19,600

Thanks!

Jamie Fay, CPA

(she/her/hers) – [what is this?](#)

Partner

Eide Bailly LLP

111 S. 2nd St., Ste. 300

Mankato, MN 56001-5803

T 507.304.6944

Connect with me on [LinkedIn](#)

Access your files and connect with us on [My Eide Bailly](#)



What inspires you, inspires us.



January 4, 2022

Honorable Mayor and City Council
City of Eagle Lake
705 Parkway Ave
Eagle Lake MN 56024

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Eagle Lake, Minnesota (the City) as of December 31, 2021, and for the year then ended, and the related notes to the financial statements, which collectively comprise the City's basic financial statements.

In addition, we will audit the entity's compliance over major federal award programs for the period ended December 31, 2021. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) requirements will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB), require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1. Schedule of Employer's Share of Net Pension Liability
2. Schedule of Employer's Contributions

Supplementary information other than RSI will accompany the City's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

1. Combining Balance Sheet – Nonmajor Governmental Funds
2. Combining Schedule of Revenues, Expenditures, and Changes in Fund Balance – Nonmajor Governmental Funds

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

1. Introductory Section

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audits in accordance with GAAS, the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of financial statements in accordance with GAAS and in accordance with Uniform Guidance and/or any state or regulatory audit requirements we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about [Client]'s ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.



We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the governing body of the City. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Audit of Major Program Compliance

Our audit of the City's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS and in accordance with any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely, the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;

14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
 - d. For including the auditor's report in any document containing financial statements that indicates that such financial statements have been audited by us, including
 - i. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - ii. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report;
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Nonattest Services

With respect to any nonattest services we perform, we agree to perform the following:

- Prepare financial statements in conformity with U.S. generally accepted accounting principles based on information provided by you.
- Propose journal entries to be reviewed and approved by management.
- Maintain depreciation schedules.
- Preparation of State Reporting Form.
- Complete the auditee's portion of the Data Collection Form.

We will not assume management responsibilities on behalf of the City. The City's management understands and agrees that any advice or recommendation we may provide in connection with our audit engagement are solely to assist management in performing its responsibilities.

The City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

Fees and Timing

Jamie Fay is the engagement partner for the audit services specified in this letter. Responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. We expect to begin our audit in April 2022.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, including administrative charges. Invoices are payable upon presentation. We estimate that our fee for the audit will be:

Audit of financial statements	\$24,500
-------------------------------	----------

If the City's federal expenditures exceed \$750,000 and an audit over those funds is required, the fee will be \$5,000 assuming one major program to be tested. If additional programs are required to be tested, it will be an additional \$2,500 per program.

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with a Prepared-by-Client (PBC) request that identifies the information we will require to perform our engagement, as well as a planned timeline for the engagement. A failure to provide this information in an accurate and timely manner may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain audit documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such audit documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such audit documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit procedures are completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

Other Matters

During the course of the engagement, we will only provide confidential engagement documentation to you via Eide Bailly's secure portal or other secure methods, and request that you use the same or similar tools in providing information to us. Should you choose not to utilize secure communication applications, you acknowledge that such communication contains a risk of the information being made available to unintended third parties. Similarly, we may communicate with you or your personnel via e-mail or other electronic methods, and you acknowledge that communication in those mediums contains a risk of misdirected or intercepted communications.

Should you provide us with remote access to your information technology environment, including but not limited to your financial reporting system, you agree to (1) assign unique usernames and passwords for use by our personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of your data; (3) limit access to the areas of your technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to us upon the completion of procedures for which access was provided. We agree to only access your technology environment to the extent necessary to perform the identified procedures.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your website or elsewhere, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider.

Neither of us may use or disclose the other's confidential information for any purpose except as permitted under this engagement letter or as otherwise necessary for Eide Bailly to provide the services. Your confidential information is defined as any information you provide to us that is not available to the public. Eide Bailly's confidential information includes our audit documentation for this engagement. Our audit documentation shall at all times remain the property of Eide Bailly LLP. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the auditor's report but before the date your financial statements are issued.

At the conclusion of our audit engagement, we will communicate to management and the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

Eide Bailly LLP is a member of HLB International, a worldwide organization of accounting firms and business advisors, ("HLB"). Each member firm of HLB, including Eide Bailly LLP is a separate and independent legal entity and is not owned or controlled by any other member of HLB. Each member firm of HLB is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of HLB or any other member firm of HLB and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of HLB.

Eide Bailly LLP formed The Eide Bailly Alliance Network, a network for small to mid-sized CPA firms across the nation. Each member firm of The Eide Bailly Alliance, including Eide Bailly LLP, is a separate and independent legal entity and is not owned or controlled by any other member of The Eide Bailly Alliance. Each member firm of The Eide Bailly Alliance is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of The Eide Bailly Alliance or any other member firm of The Eide Bailly Alliance and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of The Eide Bailly Alliance.

MEDIATION

Any disagreement, controversy or claim arising out of or related to any aspect of our services or relationship with you (hereafter a "Dispute") shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association ("AAA"). Mediation shall be conducted with the parties in person in Mankato, Minnesota. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

LIMITED INDEMNITY

Eide Bailly LLP and its partners, affiliates, officers and employees (collectively "Eide Bailly") shall not be responsible for any misstatements in your financial statements that we may fail to detect as a result of misrepresentations or concealment of information by any of your owners, directors, officers or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys' fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys' fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

LIMITATION OF LIABILITY

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly's services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly's breach of this agreement or Eide Bailly's violation of applicable professional standards. In no event shall Eide Bailly's aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive or exemplary damages, or attorneys' fees.

TIME LIMITATION

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months ("Limitation Period") after the date when we delivered our report, return, or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the audit. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

GOVERNING LAW AND VENUE

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by Minnesota state law. Any unresolved Dispute shall be submitted to a federal or state court located in Mankato, Minnesota.

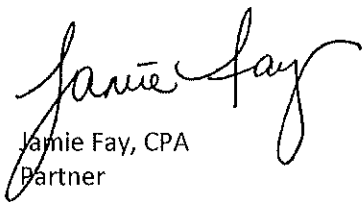
ASSIGNMENTS PROHIBITED

You shall not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,


Jamie Fay, CPA
Partner

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of Eagle Lake, Minnesota by:

Name: _____

Title: _____

Date: _____




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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: 317 LeRay Avenue

Chief of Police John Kopp will provide an update on the nuisance matter that was discussed at the last meeting regarding the property at 317 LeRay Avenue and whether any additional action is necessary at this time.


Jennifer J. Bromeland
City Administrator



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: TIF Projection for Prospective Housing Development

Troy Schrom with Schrom Construction is proposing a 104-unit multi-family housing project in Eagle Lake. The proposed project would include parcel R12.10.18.400.013 (38.70 acres of ag land located within Eagle Lake city limits). Included with the overall proposed housing development would be parcel R39.10.18.400.005 (40 acres of ag land located in LeRay Township). The part of the development for which TIF would be sought is currently located entirely within city limits. Phase 1 would include 56 units – (28) 3-bedroom units and (28) 2-bedroom units. Phase 2 would consist of 48 units – (24) 3-bedroom units and (24) 2-bedroom units. See attached site and building layout for an illustration.

Attached is a tax increment financing (TIF) projection from Shannon Sweeney, a professional TIF consultant with David Drown Associates. The TIF projection was put together using valuations provided by Ryan Short, Assessment Supervisor with Blue Earth County. Mr. Sweeney notes in his email, a copy of which is attached, that the TIF project assumes that Phase 1 would be mostly constructed in 2023 which would generate the first tax increment in 2025; Phase 2 would be mostly constructed in 2025 which would add to the increment generated in 2027; the project would assume a tax capacity rate for a market rate project; and the actual duration for a potential subsidy would likely be less than the full duration provided for in statute. The developer would be required to make units available to people of specific income levels if TIF were provided – 20% of units made available to families at 50% of the area median income or 40% of the units made available to families at 60% of the area median income.

Mr. Schrom has indicated that the proposed development will not occur but-for the use of TIF.

TIF is a method of stimulating economic development. It uses additional property taxes paid as a result of the new development to pay for development. As the property increases as a result of the new development, the increases above the original tax capacity are captured. The taxes paid on the captured value are called increments. The result of a TIF project is an increased tax base that benefits all local taxing jurisdictions.

If there is an interest in TIF, Mr. Sweeney will assist with reviewing financial projections and negotiating the business subsidy. A public hearing will need to be held.

Currently, Mr. Schrom has site control of the property via purchase agreement. To begin the platting and rezoning process, application must be made by the title owner of the property.

Mr. Schrom will be at the meeting to discuss his project and need for TIF in more detail.

This information is being presented to you this evening with the intent of reviewing it at a high level to determine if there is interest by the City Council in providing TIF assistance to this project. No formal action is required at this time.

A handwritten signature in black ink, appearing to read "Jennifer J. Bromeland". The signature is written in a cursive, flowing style.

Jennifer J. Bromeland
City Administrator

City of Eagle Lake

Tax Increment Projection - 104 Unit Multi-Family Project

Valuations & Projected Increases

Original Values	Market Value	Tax Capacity	2021 Rate
	544,800	5,448	36.76%
Increased Value: Phase 1 Multi-Family	5,018,400	62,730	42.45%
Phase 2 Multi-Family	4,301,500	53,769	0.18%
			100.84%

Tax Rate Assumptions:

Entity	2021 Rate
City of Eagle Lake	36.76%
Blue Earth County	42.45%
School District	21.45%
Other	0.18%
	100.84%

Projected Tax Increment

Payable Year	Original Tax Capacity	Projected Tax Capacity	Net Captured Tax Capacity	Less Fiscal Disparities	Retained Net Captured Tax Capacity	Projected Tax Rate*	Gross Tax Increment	Adjustments		TOTAL NET REVENUES	
								10.00% Admin. Retainage	0.36% State Auditor's Deduction		
2023	5,448	5,448	-	-	-	100.84%	-	-	-	-	
2024	5,448	5,448	-	-	-	100.84%	-	-	-	51,779	
2025	5,448	62,730	57,282	-	57,282	100.84%	57,763	5,776	208	51,779	
2026	5,448	62,730	57,282	-	57,282	100.84%	57,763	5,776	208	100,382	
2027	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2028	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2029	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2030	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2031	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2032	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2033	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2034	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2035	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2036	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2037	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2038	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2039	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2040	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2041	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2042	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2043	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2044	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2045	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2046	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2047	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2048	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2049	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
2050	5,448	116,499	111,051	-	111,051	100.84%	111,984	11,198	403	100,382	
								2,803,132	280,313	10,091	2,512,728



Jennifer Bromeland

From: Shannon Sweeney <Shannon@daviddrown.com>
Sent: Tuesday, February 1, 2022 4:08 PM
To: Jennifer Bromeland
Subject: RE: Eagle Lake Multi-Family Project
Attachments: TIF Projection - Multi-Family Project.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Jennifer:

Attached you will find a TIF projection based on the valuations provided by the county assessor for a two phase multi-family housing project. My TIF projection assumes the following:

- 1) Phase 1 is mostly constructed in 2023 which would generate the first tax increment in 2025; and
- 2) Phase 2 is mostly constructed in 2025 which would add to the increment generated in 2027; and
- 3) Assumes a tax capacity rate for a market rate project; and
- 4) The projection is based on the full TIF capture duration provided for in State Statute (26-years), a much shorter duration for a potential subsidy would be anticipated.

The developer would be required to make units available to people of specific income levels if TIF is provided. Those restrictions can include either of the following:

- 1) 20% of the units must be made available to families at 50% of area median income; or
- 2) 40% of the units must be made available to families at 60% of area median income.

Let me know if I can be of any additional assistance in answering questions. Thanks.

Shannon Sweeney
David Drown Associates, Inc.
10555 Orchard Road
Cologne, MN 55322
Phone: (952) 356-2992

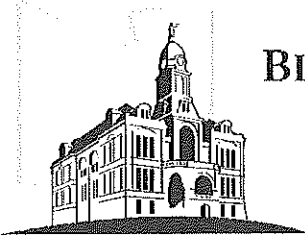


DDA

David Drown Associates, Inc.
Public Finance Advisors

From: Jennifer Bromeland <jbromeland@eaglelakemn.com>
Sent: Tuesday, February 1, 2022 1:37 PM
To: Shannon Sweeney <Shannon@daviddrown.com>
Subject: FW: Eagle Lake Multi-Family Project

From: Ryan Short <Ryan.Short@blueearthcountymn.gov>
Sent: Tuesday, February 1, 2022 1:35 PM



BLUE EARTH COUNTY

*Effectively and Efficiently
Delivering Essential Services*

www.blueearthcountymn.gov

COMMISSIONERS

- District 1 Colleen Landkamer
- District 2 Vance Stuehnenberg
- District 3 Mark Piepho
- District 4 Kevin Paap
- District 5 Kip Bruender

February 2, 2022

Mrs. Jennifer Bromeland
 City Administrator
 City of Eagle Lake
 705 Parkway Avenue
 Eagle Lake, MN 56024

RE: Eagle Lake Proposed Multi-Family Project

Jennifer:

This letter is in response to the information that has been requested regarding the proposed two-phase multi-family project in Eagle Lake.

The project consists of constructing 104 multi-family units in two separate phases. Phase I contains 56 multi-family units. Phase II will include 46 units. The overall project is projected to contain 52 three-bedroom units and 52 two-bedroom units. Value and tax estimates are listed below.

PHASE I	
Multi-Family Value Estimate.....	\$5,018,400
Multi-Family Tax Estimate.....	\$72,700
City Estimate.....	\$23,500
PHASE II	
Multi-Family Value Estimate.....	\$4,301,500
Multi-Family Tax Estimate.....	\$62,300
City Estimate.....	\$20,128

Please be advised, this valuation estimate is based on the best available information provided at the time of the estimate, utilizing the most current certified assessment valuation schedules. Valuation estimates are subject to change based on market conditions, project proposal alterations and available information provided to our office. Tax estimates prepared utilize the current year tax rates and do not include special assessments. There is no guarantee or representation to the user as to the accuracy, currency, suitability or reliability of the data for any purpose. Please contact our office with any additional information or questions you may have.

Respectfully,

Ryan Short
 Assessment Supervisor
 Blue Earth County
 507-304-4474

Blue Earth County is an affirmative action, equal opportunity employer.



- Historic Courthouse**
204 S. Fifth St.
PO Box 168
Mankato, MN 56002
- Administration**
TEL: 507-304-4150
FAX: 507-304-4344
- Human Resources**
TEL: 507-304-4150
FAX: 507-304-4344
- Extension**
TEL: 507-304-4325
FAX: 507-304-4059
- Facilities Management**
TEL: 507-304-4249
- Government Center**
410 S. Fifth St.
Mankato, MN 56001
- Human Services**
PO Box 3526
TEL: 507-304-4319
FAX: 507-304-4379
- Property and Environmental Resources**
PO Box 3566
TEL: 507-304-4251
FAX: 507-304-4431
- License Center**
PO Box 3524
TEL: 507-304-4340
FAX: 507-304-4396
- Veterans Services**
PO Box 168
TEL: 507-304-4246
FAX: 507-304-4225
- Finance**
PO Box 3524
TEL: 507-304-4182
FAX: 507-304-4077
- Information Technology**
PO Box 168
TEL: 507-304-4204
FAX: 507-304-4355
- Public Works**
35 Map Dr.
PO Box 3083
Mankato, MN 56002
TEL: 507-304-4025
FAX: 507-304-4049
- Justice Center**
401 Carver Road
Mankato, MN 56001
- Sheriff's Office**
PO Box 228
TEL: 507-304-4800
FAX: 507-304-4818
- County Attorney**
PO Box 3129
TEL: 507-304-4600
FAX: 507-304-4620
- Probation**
PO Box 3245
TEL: 507-304-4750
FAX: 507-304-4710
- Library**
100 E. Main St.
Mankato, MN 56001
TEL: 507-304-4001
FAX: 507-304-4009
www.beclibrary.org
TDD: 507-304-4399

103

Jennifer Bromeland

From: accounting@schromconstruction.com
Sent: Wednesday, January 19, 2022 9:26 AM
To: Jennifer Bromeland; Shannon@daviddrown.com; ryan.short@blueearthcountymn.gov
Cc: troymeschrom@gmail.com
Subject: Eagle Lake Project
Attachments: 21-1282-11x17SP-LAYOUT.pdf; Eagle Lake 8Plex.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Morning,

Please see attached site and building layout for the proposed project in Eagle Lake.

The project will have 104 units broken into two phases. They will be broken down as follows:

Phase 1

- 56 Units
 - (28) 3-Bedroom Units
 - (28) 2-Bedroom Units

Phase 2

- 48 Units
 - (24) 3-bedroom Units
 - (24) 2-Bedroom Units

The units are approximately 1200 Sqft per unit.

Unit Amenities

- Washer/Dryer
- Microwave
- Fridge
- Stove
- Hardi Cement Board Siding
- Attached Garage with Overhead Garage Door & Opener
- Concrete Driveways

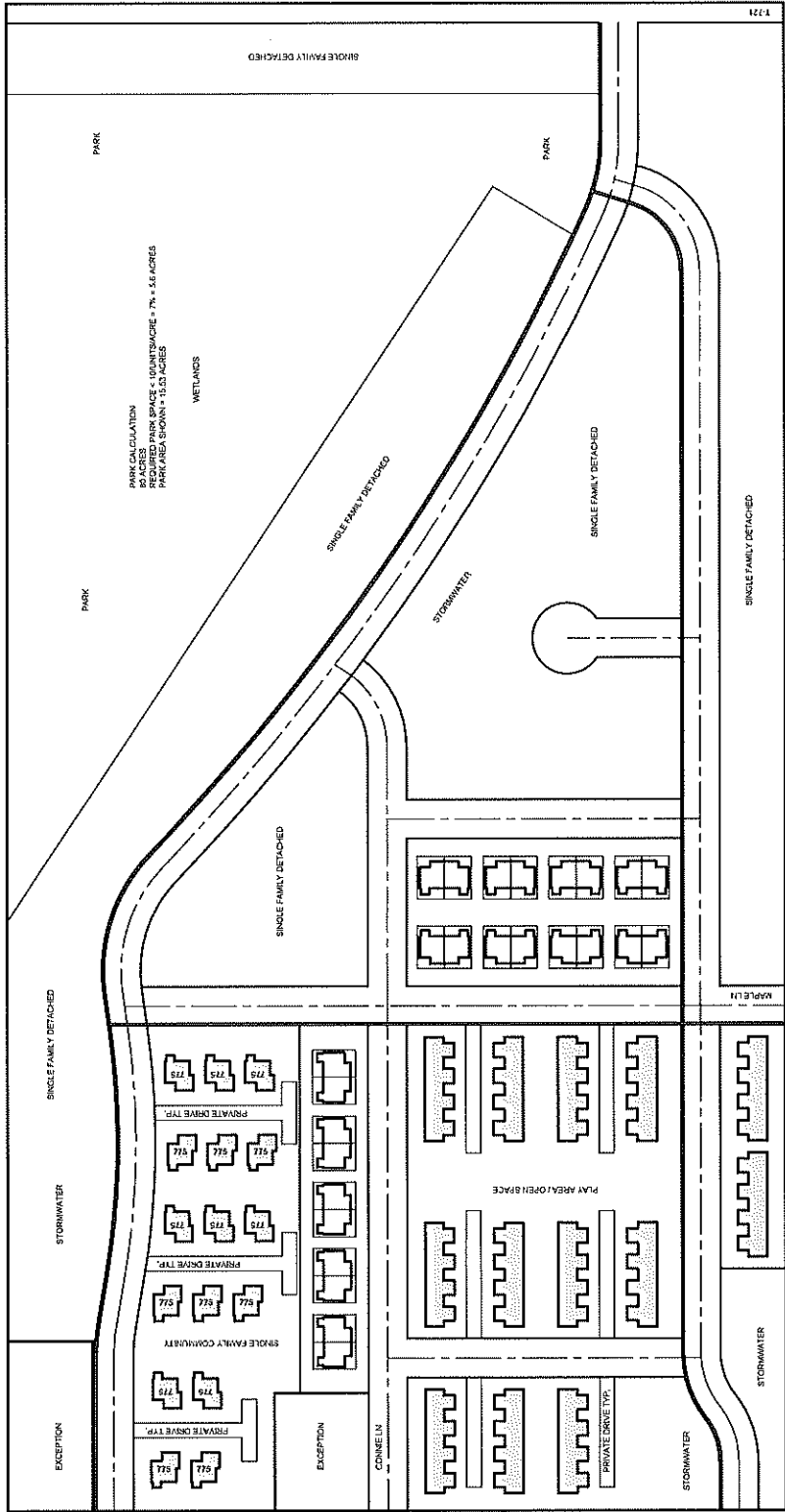
Let us know if there are any questions or if anything further is needed.

Thanks,

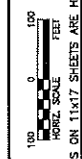
Nathan Roberts
Controller

Schrom Construction
704 Parkway Ave
Eagle Lake, MN 56024

507-257-5102 (Direct)
507-257-5110 (Main)
888-431-5844 (Fax)



NUMBER OF UNITS: 134
 TRAPSTONE: 134
 SINGLE FAMILY COMMUNITY: 134
 SINGLE FAMILY DETACHED: 207 ADRESSES



REV	BY	DATE

JONES HAUGH SMITH
 413 West North Street, Suite 200, St. Paul, MN 55102
 (612) 291-4400
 www.jhs.com

DESIGNED: JAS
 DRAWN: JAS
 CHECKED: JAS
 DATE: 12/2/20

SCHROM CONSTRUCTION
 FOLEY PROPERTY
 EAGLE LAKE
 CONCEPTUAL LAYOUT

PRELIMINARY
 SHEET
 1 OF 1

105



Summary

Parcel ID R39.10.18.400.005
 Property Address N/A
 Sec/Twp/Rng 018/108/25
 Brief Tax Description NE4 OF SE4 018 108 25 040.000A
 (Note: Not to be used on legal documents)
 Area 40.00 Acres
 Use Code 2ANHGA-Agricultural Non-homestead - Non HGA
 Tax Authority Group LE RAY TWP SCH 0077

* The Use Code is the Assessor Office's determination of the use of the property for the current assessment year and is not the same as the property's zoning.
 * Please contact the zoning authority for information regarding zoning.

Owners

Primary Owner FOLEY DONALD P REVOC TRUST 12214 Tanglewood Rd Audubon MN 56511-9476	Alternate Taxpayer FOLEY DONALD P & AGNES L 12214 Tanglewood Rd Audubon MN 56511-9476	Fee Owner
--	---	------------------

Land

Lot Area 40.00 Acres ; 1,742,400 SF

Agricultural Land

Description	Soil Type	Acres
Ag Land	67CER	34.92
Ag Land	PASTURE	0.06
Ag Land	WETLAND	5.02
		Total Acres: 40.00

Sales

Date	Seller	Buyer	Recording	eCRV	Sale Condition - NUTC	Type	Multi Parcel	Amount
6/18/1996	FOLEY DONALD P & AGNES L	FOLEY DONALD P REVOC TRUST			Correction Deed, not an actual sale	Deed		\$0.00

Valuation - Assessment Year

	2021 Values	2020 Values	2019 Values	2018 Values	2017 Values
EMV Improvement	\$0	\$0	\$0	\$0	\$0
EMV Land	\$236,700	\$237,200	\$258,000	\$239,600	\$258,000
EMV Machine	\$0	\$0	\$0	\$0	\$0
EMV (Estimated Market Value) Total	\$236,700	\$237,200	\$258,000	\$239,600	\$258,000
Green Acres Value	\$0	\$0	\$0	\$0	\$0

Taxation

	2021 Payable	2020 Payable	2019 Payable	2018 Payable	2017 Payable
Estimated Market Value	\$237,200	\$258,000	\$239,600	\$258,000	\$258,000
Taxable Market Value	\$237,200	\$258,000	\$239,600	\$258,000	\$258,000
Net Tax Amount	\$1,850.00	\$2,022.00	\$1,924.00	\$1,956.00	\$2,094.00
+ Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= Total Taxes Due	\$1,850.00	\$2,022.00	\$1,924.00	\$1,956.00	\$2,094.00
+ Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+ Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+ Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Amount Paid	\$1,850.00	\$2,022.00	\$1,924.00	\$1,956.00	\$2,094.00
= Outstanding Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Taxes Paid

Tax Year	Receipt	Payment Date	Tax Amount	Special Assessment	Penalty	Interest	Fees	Total Payment
2021	B21.6220	11/15/2021	(\$925.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$925.00)
2021	B21.2594	5/17/2021	(\$925.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$925.00)
2020	B20.6835	11/16/2020	(\$1,011.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,011.00)
2020	B20.3377	5/15/2020	(\$1,011.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,011.00)

1210



Summary

Parcel ID R12.10.18.400.013
 Property Address N/A
 Sec/Twp/Rng N/A
 Brief Tax Description NE4 OF SW4 LYG E OF AGENCY ST & NW4 OF SE4 EXC 1.07A TRACT & EXC .73A TRACT 018 108 25 038.700A
 (Note: Not to be used on legal documents)
 Area 38.70 Acres
 Use Code 2ANHGA-Agricultural Non-homestead - Non HGA
 Tax Authority Group EAGLE LAKE CITY SCH 0077

* The Use Code is the Assessor Office's determination of the use of the property for the current assessment year and is not the same as the property's zoning.
 * Please contact the zoning authority for information regarding zoning.

Owners

Primary Owner FOLEY DONALD P REVOC TRUST 12214 Tanglewood Rd Audubon MN 56511-9476	Alternate Taxpayer FOLEY DONALD P & AGNES L 12214 Tanglewood Rd Audubon MN 56511-9476	Fee Owner
--	---	------------------

Land

Lot Area 38.70 Acres ; 1,685,772 SF

Agricultural Land

Description	Soil Type	Acres
Ag Land	MEADOW	0.36
Ag Land	WOODS	0.60
Acres x Rate		37.74
		Total Acres: 38.70

Sales

Date	Seller	Buyer	Recording	eCRV	Sale Condition - NUTC	Type	Multi Parcel	Amount
6/18/1996	FOLEY DONALD P & AGNES L	FOLEY DONALD P REVOC TRUST			Correction Deed, not an actual sale	Deed		\$500.00

Valuation - Assessment Year

	2021 Values	2020 Values	2019 Values	2018 Values	2017 Values
EMV Improvement	\$0	\$0	\$0	\$0	\$0
EMV Land	\$308,100	\$301,300	\$283,400	\$262,400	\$283,400
EMV Machine	\$0	\$0	\$0	\$0	\$0
EMV (Estimated Market Value) Total	\$308,100	\$301,300	\$283,400	\$262,400	\$283,400
Green Acres Value	\$0	\$0	\$0	\$0	\$0

Taxation

	2021 Payable	2020 Payable	2019 Payable	2018 Payable	2017 Payable
Estimated Market Value	\$301,300	\$283,400	\$262,400	\$283,400	\$283,400
Taxable Market Value	\$301,300	\$283,400	\$262,400	\$283,400	\$283,400
Net Tax Amount	\$2,858.00	\$2,648.00	\$2,442.00	\$2,550.00	\$2,836.00
+ Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= Total Taxes Due	\$2,858.00	\$2,648.00	\$2,442.00	\$2,550.00	\$2,836.00
+ Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+ Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+ Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Amount Paid	\$2,858.00	\$2,648.00	\$2,442.00	\$2,550.00	\$2,836.00
= Outstanding Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Taxes Paid

Tax Year	Receipt	Payment Date	Tax Amount	Special Assessment	Penalty	Interest	Fees	Total Payment
2021	B21.6317	11/15/2021	(\$1,429.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,429.00)
2021	B21.2692	5/17/2021	(\$1,429.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,429.00)
2020	B20.6931	11/16/2020	(\$1,324.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,324.00)
2020	B20.3474	5/15/2020	(\$1,324.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,324.00)

107



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Spring Cleanup

LJP Waste Solutions recently notified City staff that curbside pickup will not be an option this year for the spring cleanup due to labor shortages and not having enough drivers to work an extra Saturday. Instead, LJP Waste Solutions is proposing a drop off site on Saturday, May 14th from 8am-12pm. In the past, the drop off site has been the parking lot at Lake Eagle Park for the fall cleanup.

When the spring cleanup was scheduled as a drop off versus curbside pickup in 2020, City staff fielded a number of calls and emails from residents that expressed frustration with not having a means to transport items to a drop off site.

Attached is a letter from LJP Waste Solutions. Also attached is an excerpt from the contract with LJP Waste Solutions referencing the annual spring cleanup. There is no mention about the cleanup being curbside in the contract. The City is billed for the cleanup on a per ton basis of refuse delivered to Minnesota Waste Processing Company.

Following review by the City Council this evening and approval to move ahead with the spring cleanup being a drop off event, City staff will begin promoting the Spring Cleanup via City communications.


Jennifer J. Bromeland
City Administrator

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February 2, 2022

City of Eagle Lake
Attn: Jennifer Bromeland
705 Parkway Avenue
Eagle Lake MN 56024

Dear Jennifer,

LJP is facing labor shortages like other businesses in the area, state, and world. We have made the difficult decision to not do curbside spring cleanup this year. The staff we use for weekend cleanups are putting in more hours Monday through Friday and legally don't have hours to work an extra Saturday. CDL drivers can only work 60 hours in a week, working most of their hours taking care of weekly routes.

Sorry for any inconvenience this may cause the city. I know how much the residents look forward to spring cleanup, so we have scheduled a drop off site on May 14th from 8am to 12pm.

LJP is hoping 2023 will find us in a better place and we can review curbside pickup again.

If you have any questions don't hesitate to call me 507-380-3614. Thanks again for your support and understanding during these unprecedented times.

Sincerely,

A handwritten signature in black ink, appearing to read "Jesse Samuelson".

Jesse Samuelson
Director of Business Development

- D. Special Needs; For citizens with special needs, walk-up service will be available from the Contractor at no extra charge.
- E. Contractor shall use vehicles for the collection of refuse and recyclables which do not exceed a weight of nine (9) tons per axle.
- F. All refuse will be taken by the Contractor to Minnesota Waste Processing Company in Mankato. The City will pay directly to Minnesota Waste Processing Company the charges related to disposal of waste from the City.
- G. Recyclables may be taken to the Blue Earth County Recycling Center.
- H. An annual clean-up shall be held each spring, on a date to be selected by the City. The Contractor shall receive \$32.83 per ton for refuse delivered to Minnesota Waste Processing Company. This rate will be subject to the CPIU increase schedule of price increases as the normal collection rates.
- I. Additional bag tags can be purchased from the contractor by the City for \$1.29 per bag. This rate will be subject to the CPIU increase schedule of price increases as the normal collection rates.
- J. Collection will be required on all holidays with the exception of New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas. Collection for all residential dwelling units that would normally receive collection on the above listed holidays, will receive collection one day later.

SECTION 5. CITY REFUSE

The Contractor will provide refuse and recycling services at the Public Works Building and City Hall at no additional charge. The size of the container will be determined by the City.

SECTION 6. LEGAL REQUIREMENTS

The Contractor agrees to comply with all regulations and statutes as set forth by the State of Minnesota, County of Blue Earth and City of Eagle Lake as to the collection of refuse and/or recyclable materials.



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


February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Wabash Valley Shipping Update

An order was placed through last April for new picnic tables, benches, and trash receptacles for the parks. To date, the order has not been received and instead shipping dates continue to be pushed back. The current shipping date has been set for March 14th.

Attached is an update from St. Croix Recreation, with whom we placed the original order. They will continue to service this order and are willing to provide pricing from other vendors. If the City were to cancel the original order, there would not be a penalty.

We can discuss in more detail at the meeting with Public Works Director Brian Goettl and determine next steps.


Jennifer J. Bromeland
City Administrator

111

Jennifer Bromeland

From: Johnnie Johnsen <jj@stcroixrec.com>
Sent: Wednesday, February 2, 2022 8:29 AM
To: Jennifer Bromeland
Subject: Wabash Valley Shipping Update

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Jennifer Thank you for your patience while we navigate this transition time with Wabash Valley. Unfortunately, due to this and Play Power purchasing the factory last spring, we are no longer a representative of this manufacturer. We have been assured by their sales team that our orders will be fulfilled. As you are aware, shipping dates have been pushed back repeatedly, with your current estimated shipping date of March 14th. While we hope the factory continues to manufacture per their promised schedule, we cannot guarantee your order will ship within this time as we are aware of continued issues with material shortages, staffing issues and Covid outbreaks. We encourage anyone with a specific 'need-by' date in 2022 to consider other options at this time. Unfortunately, with our new relationship, we will not be in a position to 'rush' or put importance on your order and are unsure how much updated information we will continue to receive.

We are happy to continue to service this order to the best of our ability or look into alternative options for products from one of our other vendors. In the future, you will need to contact the factory directly for your new representation. They will be able to assist you with product inquiries and future orders. We are saddened to part ways with a manufacturer we represented for so long but have several dependable factories

we continue to work with and can offer to you at any time. Current lead times for the majority of them range from 45 days - 14 weeks. We assume lead-times may become elongated during peak season and are encouraging customers to order sooner than later to ensure timely arrival of product.

Johnnie Johnsen

St. Croix Recreation Company INC

1826 Tower Drive W.

Stillwater, MN 55082

(651)430-1247 (800) 525-5914

Cell (651)983-2745

jj@stcroixrec.com

www.funplaygrounds.com

When you make a commitment you build hope,

When you keep it you build trust!

Jennifer Bromeland

From: Keegan Hartwick <keegan@stcroixrec.com>
Sent: Friday, May 28, 2021 3:34 PM
To: Jennifer Bromeland
Cc: Johnnie Johnsen
Subject: Shipping update - Wabash Valley site amenities - St. Croix Recreation

Hello Jennifer!

Thank you for placing your recent Wabash Valley site amenity order with St. Croix Recreation!

The manufacturer informed us that this shipment is estimated to be released around September 10th.

The factory is working to get all orders out quickly, but due to high order volumes and their recent move, delivery times may be longer than usual. You will receive a tracking number when your order is booked to ship. If you have any questions in the meantime, don't hesitate to reach out to me or anyone at the SCR office.

The manufacturer requires you to inspect the equipment upon receipt and notify us within 24 hours if anything appears missing or damaged including photo evidence.

If you have any questions or concerns, please feel free to contact us in the SCR office.

Have a great Memorial Day weekend!

Thank you,

Keegan Hartwick
Customer Service Manager / Inside Sales
St. Croix Recreation Fun Playgrounds Inc.
651-430-1247
www.funplaygrounds.com

St. Croix Recreation Fun Playgrounds INC.

1826 Tower Dr W
 Stillwater, MN 55082 US
 16514301247
 hannah@stcroixrec.com



*order placed
 in April 2021*

Estimate

ESTIMATE # 4898
 DATE 04/09/2021
 EXPIRATION DATE 05/17/2021

ADDRESS

City of Eagle Lake
 P.O. BOX 159
 Eagle Lake, MN 56024

SHIP TO

City of Eagle Lake
 Attn: Brian Goettl
 90 LeRay Ave.
 Eagle Lake, MN 56024
 507-420-3510

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

SHIP VIA

Best

SALES REP

JWJ

ACTIVITY	QTY	RATE	AMOUNT
WV SG115D 8' ADA Table - 2 3/8" Legs - Diamond Green/Black	2	825.00	1,650.00
WV SG300D 6' Bench w/back - Portable - Diamond Green/Black	2	228.00	456.00
WV LR300D 32 Gallon Receptacle - Diamond Green	4	268.00	1,072.00
WV DT100N Dome Top Lid Black	4	100.00	400.00
WV LR310N 32 Gallon Liner	4	35.00	140.00
STATE CONTRACT STATE CONTRACT #119803	3,718	-0.04	-148.72
Freight	1	425.00	425.00

*picnic tables,
 benches, &
 garbage receptacles*

Wabash Valley is currently moving their plant and will be shipping starting 6/1/2021! If this is an issue, let me know and will quote Pilot Rock. Wabash is less expensive!

QUOTES ARE EFFECTIVE FOR 30 DAYS.

TOTAL

\$3,994.28

SALES TAX SUBJECT TO CHANGE. ADD IF NOT TAX EXEMPT OR SUPPLY EXEMPTION CERTIFICATE IF NOT ON FILE OR ADD.
 PAYMENT TERMS ARE NET 30 DAYS UNLESS OTHERWISE NOTED.
 FAILURE TO PAY IN A TIMELY MANNER MAY INCUR INTEREST.

ST CROIX RECREATION IS NOT LIABLE FOR INTERPRETATION OF PROJECT BIDS, DRAWINGS OR ADDENDA. IT IS THE CUSTOMER'S RESPONSIBILITY TO VERIFY ACCURACY OF MODEL NUMBER, DESCRIPTION, QUANTITY AND COLOR DIRECTLY WITH ARCHITECT OR END USER.

Per Brian, go ahead & order.

101-42500-210

*Janice A. Brumland, 4/15/21
 City Administrator*

By signing estimate or authorizing by email or PO, purchaser is agreeing to all terms and conditions as listed on the estimate, body of emails and supplemental documents including billing terms, shipping information and model number(s), quantity and color(s).



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Population Signs

City staff has fielded some inquiries about when the population signs will be updated. Per my inquiry to Scott Thompson, traffic engineer with MnDOT, they typically update the signs along state highways as soon as the Federal government certifies the census numbers. This usually happens at the beginning of the year after the census (January 2021). For various reasons, the certification was delayed. As a result, MnDOT only recently received certified numbers and is in the process of planning their updates. It is anticipated that motorists in District 7 will begin to see the numbers updated this summer. A sentence to this effect was included in the winter newsletter.

Per my inquiry to Blue Earth County Highway Department, they will either update the sign with the new population figure or just replace the sign with a new one with the cost being invoiced to the City of Eagle Lake.

No action is needed as this is being included for informational purposes.


Jennifer J. Bromeland
City Administrator



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Highway 14/County Road 56 Construction - Summer 2022

MnDOT recently sent out a construction postcard to nearby property owners. The purpose of the postcard was to steer people to the project website - <http://www.dot.state.mn.us/d7/projects/hwy14eaglelake/index.html> – to learn more about the project.

At the March 7th meeting, MnDOT will be reviewing project staging maps with the City Council.

Attached for reference purposes is a copy of the Improvements Survey Summary from 2020.

No action is needed as this is being included for informational purposes.

A handwritten signature in black ink that reads "Jennifer J. Bromeland".

Jennifer J. Bromeland
City Administrator

Hwy 14 Eagle Lake County Rd 56 Intersection Improvements Survey Summary



Overview

MnDOT, in partnership with Blue Earth County and the City of Eagle Lake, is analyzing safety improvements at the Hwy 14 and Blue Earth County Rd (CR) 56 intersection in Eagle Lake. Between October 18 and November 2, 2020, MnDOT gathered community input on the proposed design concepts for the Hwy 14/CR 56 intersection. The community was asked to watch a recorded presentation with information on the three design concepts and then complete an online survey. Community input will help project partners select a preferred design concept for a construction project tentatively scheduled for 2022.



246
SURVEY
RESPONDENTS



65%
IDENTIFIED AS
EAGLE LAKE
RESIDENTS



32%
IDENTIFIED AS
COMMUTER OR
PASS THROUGH
TRAFFIC

Design Concept Preferences

Survey respondents rated design concepts on a scale from Strongly Dislike to Strongly Like. Concept 3: Restricted Crossing U-Turn (RCUT) had the highest amount of people report they Like or Strongly Like the concept, and Concept 1: Right-in/Right-out had the lowest support.



Concept 1: Right-in/Right-out

23% LIKE OR STRONGLY LIKE | 69% DISLIKE OR STRONGLY DISLIKE



Concept 2: Three-quarter access

32% LIKE OR STRONGLY LIKE | 50% DISLIKE OR STRONGLY DISLIKE



Concept 3: Restricted Crossing U-Turn (RCUT)

44% LIKE OR STRONGLY LIKE | 40% DISLIKE OR STRONGLY DISLIKE

Additional Comments

In addition, survey respondents provided the following substantive comments. MnDOT's responses are also provided below.



Concern for increased traffic and pedestrian and bicyclist safety on local roads if turning movements are restricted at the Hwy 14/56 intersection.

Concept 3: RCUT maintains all turning movements at the intersection. Concept 1: Right-in/Right-out and Concept 2: Three-quarter access would limit left turning movements at the Hwy 14/CR 56 intersection and traffic would be directed to alternative roads to access Hwy 14 and CR 56 businesses. Thus, Concept 3 would have the least impact on traffic, pedestrians, and bicyclists on alternate local roads.



Add an acceleration lane on Concept 3: RCUT after the turn onto westbound Hwy 14 to help cars merge into traffic.

In this circumstance, acceleration lanes are unnecessary for safe operations. Acceleration lanes are warranted when four-lane highway volumes exceed 40,000 vehicles per day. This segment of Hwy 14 has 20,000 vehicles per day.



Construct an interchange at the Hwy 14/CR 56 intersection.

Constructing an interchange at this location is not feasible because of the nearby lake and existing development. Concept 3: RCUT provides equivalent safety to that of an interchange, while being more cost effective.



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Music on Parkway Grant Fulfillment Letter and Planning Underway for Scaled Back Series in 2022

Attached is a grant fulfillment letter from Southern Minnesota Initiative Foundation (SMIF) for the grant that was made to the City of Eagle Lake for Music on Parkway.

Included in the 2022 budget is \$5,000 for a scaled back music series. City staff is currently submitting funding requests to various organizations.


Jennifer J. Bromeland
City Administrator

LOVE WHERE YOU LIVE

a campaign for southern Minnesota

January 9, 2022

Jennifer Bromeland
City Administrator
City of Eagle Lake
705 Parkway Ave
PO Box 159
Eagle Lake, MN 56024-0159

Re: Grant #: FY20-6937
Project Title: Music in the Park nka Music on Parkway

Dear Jennifer:

This is to confirm that all reporting requirements under the Southern Minnesota Initiative Foundation's (SMIF) \$10,000 grant that was made to City of Eagle Lake on October 10, 2019, have been fulfilled, and SMIF's file on this grant has been formally closed.

We are pleased to see that 4 music events were held between May and August which were all very well attended with positive feedback from the public about how nice it was to listen to music outdoors and be able to enjoy visiting with community members. We are also pleased to see events were modified to adapt to current CDC pandemic guidelines to ensure the health and safety of the community and all attendees. Additionally, we are pleased to see that the City of Eagle Lake partnered with the Eagle Lake Community Development Foundation to plan and promote the events in various way and that the City has budgeted funds for a scaled back music series in 2022 due to requests from the public to make this an annual series.

We wish you all the best in your future endeavors.

Sincerely,


Jennifer Heien
Grants Coordinator



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Community Forestry Member and EAB Update

Eagle Lake's Community Forestry Member will be at the March 7th meeting to present an EAB plan tailored to fit our community. As part of the DNR EAB Grant that was obtained to remove and replace 7 trees, the City must adopt an EAB plan. If possible, the plan will be adopted at either the March 7th or April 4th meeting.

Applications are currently being accepted for Community Forestry Members for the 2022-2023 year. Eagle Lake is currently in its second term of having a Community Forestry Member. There are no plans currently to apply for a third term with a Community Forestry Member. City staff initially applied for a Community Forestry Member to assist with completing a tree inventory and creation of an EAB management plan. In addition to both of those projects, the Community Forestry Member has been assigned community outreach and education projects, charged with leading a buckthorn removal effort at Lake Eagle Park, and other miscellaneous work. The day-to-day work tasks and supervision of the Community Forestry Member have been managed by the City Administrator. If the Public Works Department is interested in utilizing a Community Forestry Member for 2022-2023 and able to supervise the position, I can assist in applying for the 2022-2023 service year.


Jennifer J. Bromeland
City Administrator



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

February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Recap of MAPS District Facilities Committee Role and Need to Appoint Elected Official to New Committee

A District Facilities Committee was formed in 2020 for Mankato Area Public Schools (MAPS). The purpose of the committee was to develop options for School Board consideration that would address capacity and adequacy challenges in school district facilities. Committee members included appointed and elected officials from MAPS along with staff from each of the cities in the district - Mankato, North Mankato, Eagle Lake, and Madison Lake. According to MAPS, enrollment increased by 15 percent during the past 10 years, representing about 1,100 students. This has resulted in schools operating over capacity while others are near capacity.

MAPS retained TeamWorks International to complete a demographic, housing, and enrollment analysis. The purpose of the report was to provide a comprehensive look at demographic, enrollment, and housing trends for the MAPS District. The study predicts that MAPS could see an additional growth of 16 percent in the next five years. This means that additional classrooms and support spaces will be needed at elementary and high schools.

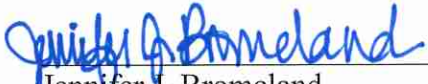
Facility tours were conducted at each of the sites, including Eagle Lake Elementary.

MAPS also retained another consultant (School Perceptions) to help navigate the strategic planning process by gathering, organizing, and using data to make strategic decisions. A community survey was put together and sent to every resident of the district during the fall of 2021. The School Board and Facilities Planning Committee determined that the most critical issue is increasing elementary school capacity to meet the needs of growing communities in the district. It is proposed that a new elementary school be constructed somewhere in the district and that all existing elementary schools (including Eagle Lake) be updated and expanded to include general education and special education classrooms along with more secure entrances, expanded kitchen and cafeteria areas, and additional space for student support services. In addition, early childhood programming would be added to Eagle Lake.

When the survey went out, there were additional items included separate from increasing elementary school capacity to gauge level of support and to what degree varying levels of property tax increases might be accepted. In addition to increasing elementary school capacity, there are other projects that could also be funded through a bond such as a competition pool, gym space, land purchase, athletic stadiums, and ballfields.

The District Facilities Committee last met on January 24th. A new committee will be formed next and will include an elected official from each of the cities in the district. It is anticipated that the bond referendum will occur later this fall.

Discussion should ensue and a recommendation made to appoint an elected official from Eagle Lake to serve on the new committee.



Jennifer J. Bromeland
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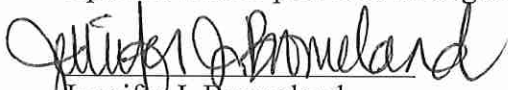
February 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Le Sueur River One Watershed One Plan

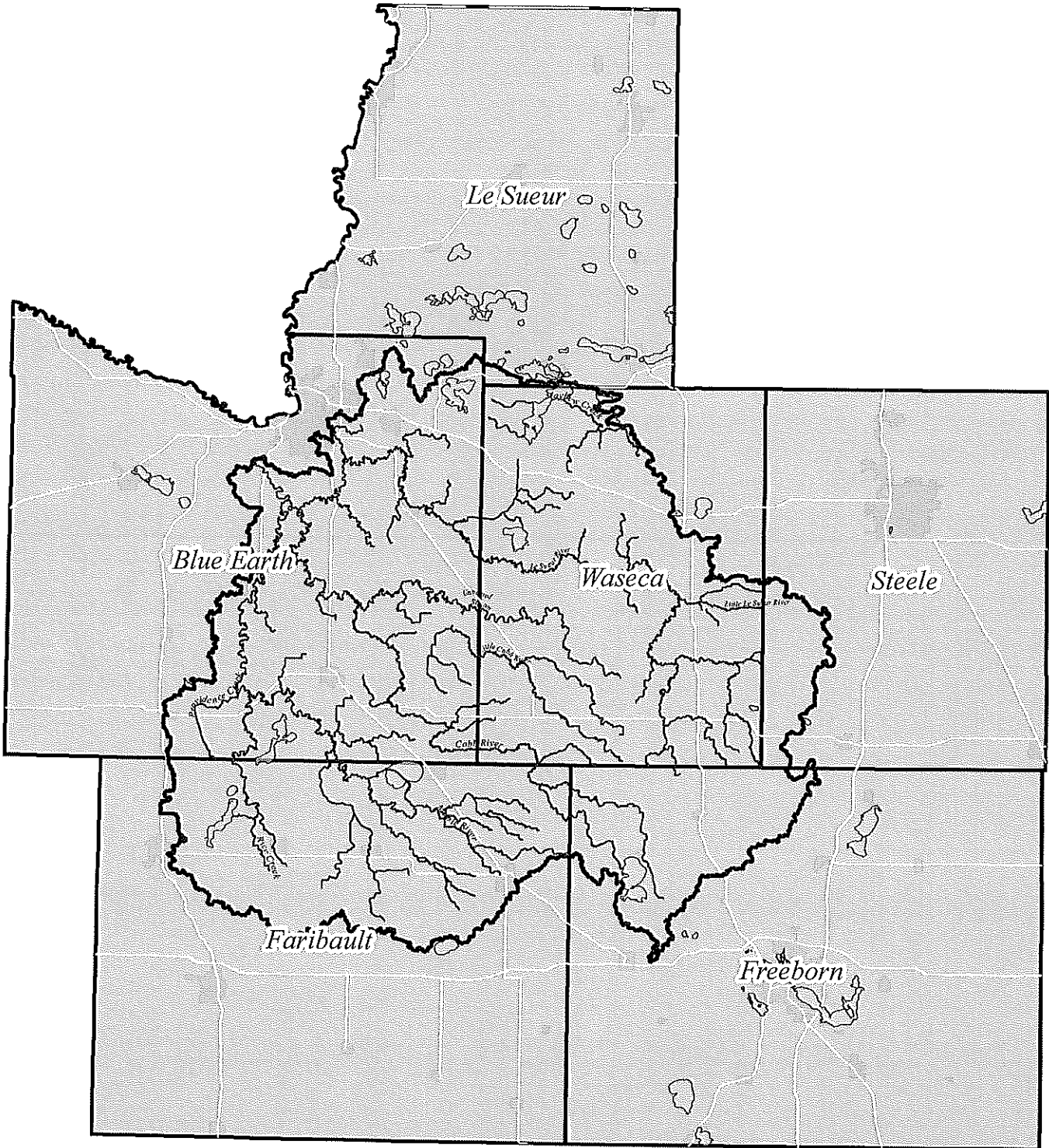
Waseca, Blue Earth, Faribault and Freeborn Counties and Soil Water Conservation Districts are in the process of developing a Le Sueur River comprehensive watershed management plan through the One Watershed, One Plan Program. The cities of Amboy, Eagle Lake, Good Thunder, Madison Lake, Mankato, Mapleton, Minnesota Lake, Pemberton, and St. Clair are in the Le Sueur River watershed. City staff recently participated in a Le Sueur River 1W1P Technical Advisory Committee (TAC).

Attached is a map showing the Le Sueur River Watershed Planning Boundary.

Updates will be provided throughout the process.

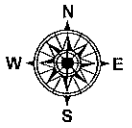

Jennifer J. Bromeland
City Administrator

ONE WATERSHED, ONE PLAN
LE SUEUR RIVER WATERSHED
PLANNING BOUNDARY



LEGEND

	PUBLIC WATER STREAMS		LE SUEUR RIVER WATERSHED BOUNDARY
	LAKES		COUNTY BOUNDARIES



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