

CITY OF EAGLE LAKE
MARCH 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 February 7, 2022 and February 16, 2022 Pg. 3

CONSENT AGENDA

- | | | | |
|-----------------------------------------------------|--------|------------------------------------------------------|--------|
| 1. Monthly Bills | Pg. 15 | 2. Treasurer's Report | Pg. 52 |
| 3. Police Report | Pg. 53 | 4. Fire Report | Pg. 57 |
| 5. Public Works Report | Pg. 58 | 6. Building and Zoning Permits | Pg. 59 |
| 7. Gambling Report | Pg. 60 | 8. Res. 2022-12 Establish Precinct and Polling Place | Pg. 61 |
| 9. Res. 2022-13 Accepting Music on Parkway Donation | Pg. 64 | 10. Res. 2022-14 Appoint Tony Dickmeyer to EDA | Pg. 65 |

PRESENTATIONS

1. Angela DeMartini, Owner of Bella’s House of Doodles: Updated Business Plan Pg. 66
2. Steve Mohr with MetroNet: Utility Easement for Cabinet Pg. 101
3. Vern Simpson, Fire Chief: Proposal for Air Packs for Truck 4311 Pg. 109

PUBLIC HEARING

OLD BUSINESS

1. Spring Cleanup Pg. 113

NEW BUSINESS

1. Communications Systems Right of Way and Easement Pg. 116
2. Departmental Expenditure Request for Air Packs for Fire Truck 4311 Pg. 124
3. Resolution No. 2022-15: Resolution Calling for Public Hearing on Proposed Creation of Municipal Development District No. 3 and Tax Increment Financing District No. 3-2 Pg. 128
4. Authorization to Retain 3rd Party Review for Supplemental EAW for Mankato Motorsports Park Project Pg. 141
5. Mosquito Control Agreement with Clarke Environmental Mosquito Management Pg. 146

OTHER

1. Open Book Meeting Notice Pg. 150
2. Summary of Performance Evaluation as Required by MN Statute 13D.05, Subd. 3 Pg. 151
3. Blue Earth County Fair Sponsor Request Letter Pg. 153

CITY ADMINISTRATOR REPORT

Pg. 155

1. Update on Microphone Order and Installation
2. Music on Parkway, Series #2 – Status of Funding and Planning
3. Highway 14/CR 56 Construction Update
4. Recap of Recent CGMC Legislative Action Day and Recent Communication with Legislators about Water Treatment Improvements Needed in Eagle Lake
5. Utility Extension Project for 800 and 804 Parkway Avenue
6. Status of Agency Street Lighting
7. Upcoming Free EAB Outdoor Field Workshop
8. Planning and Zoning Related Work

COUNCIL MEMBER’S REPORT

ANNOUNCEMENTS

- Next Regular **City Council** Meeting -March 7, 2022 at 6:00 p.m., City Hall – Council Chambers, 705 Parkway Avenue
- Next Regular **EDA** Meeting – March 24, 2022 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Park Board** Meeting – March 10, 2022 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Planning Commission** Meeting – March 21, 2022 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave

ADJOURNMENT

If you have any questions, please feel free to contact City Hall at 507.257.3218 or email at jbromeland@eaglelakemn.com.

**CITY OF EAGLE LAKE
CITY COUNCIL MEETING
FEBRUARY 7, 2022**

CALL TO ORDER

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

ROLL CALL

- Council Members present: Garrett Steinberg, Beth Rohrich, 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

- Nita Baker, 11 Broadway, Hanska, expressed her concerns for her granddaughter's safety if the tenant at 317 LeRay Avenue is evicted. She also asked who would be responsible for paying for abatement of the property in which it was explained that it would be the responsibility of the property owner.

APPROVAL OF THE AGENDA

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

APPROVAL OF MEETING MINUTES

- Council Member Steinberg moved, seconded by Council Member White, to approve the January 3, 2022 and January 19, 2022 City Council meeting minutes. The motion carried with Council Members Steinberger, Rohrich, White, Whittington, and Mayor Auringer voting in favor.

CONSENT AGENDA

- Mayor Auringer stated the consent agenda includes a resolution accepting the resignation of Dan Ruschmeyer from the fire department and expressed his thanks for Dan's 23 years of service on the fire department and for serving as Fire Chief for seven years.
- Council Member Steinberg moved, seconded by Council Member White, to approve the consent agenda.

Monthly Bills	Treasurer's Report	Police Report
Fire Report	Public Works Report	Building & Zoning Permits
Gambling Report	Resolution 2022-09 Not Waive Tort Liability	
Resolution 2022-10 Disposal of City Records		
Resolution 2022-11 Resignation of Dan Ruschmeyer from Fire Department		
Audit Engagement Letter		

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

PRESENTATIONS

- None

PUBLIC HEARING

- None

OLD BUSINESS

1. 317 LeRay Avenue and Nuisance Abatement

- Administrator Bromeland stated tonight's discussion is a continuation from last month with concern of scrap metal storage.
- Chief Kopp stated that since the last City Council meeting, the stored scrap metal has been removed, he has addressed the issue of parked vehicles in the front yard and that the vehicles have been moved to the side yard. He also stated that all vehicles on the property are currently licensed. Chief Kopp stated he has instructed the property owner and tenant that no scrap materials can be brought onto the property.
- Council consensus is that sufficient progress has been made and that abatement is not needed at this time.

NEW BUSINESS

1. TIF Projection for Prospective Housing Development

- Administrator Bromeland stated Troy Schrom, with Schrom Construction, is proposing a 104-unit multifamily housing project in Eagle Lake. The proposed project would include parcel R12.10.18.400.013 (38.7 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) 21-bedroom units.
- Administrator Bromeland continued by explaining in the council packet is the 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 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.
- Administrator Bromeland stated that 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 increase 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 interest in TIF, Mr. Sweeney will assist with reviewing financial projections and negotiating the business subsidy. A public hearing would 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.
- Troy Schrom, owner of Schrom Construction, stated he has a purchase agreement for the said property and that he is working on the wetland delineation. He also stated the project design is only a concept plan and that it may change. His primary concern for this project is the cost of materials and supply chain concerns. He explained that this project would address water main looping concerns for Maple Lane and would be developed as part of Phase 1 construction and sidewalk connectivity is being looked at as well.

- Mr. Schrom stated he is looking into single family homes for this development and when asked by City Council stated he would also consider assisted living, if deemed feasible. Staff will look into the Blue Earth County housing study to see if it addresses such needs and share that information with Mr. Schrom.
 - Mr. Schrom stated he uses Lloyd Management to manage his properties and that they are familiar with TIF requirements.
 - Council discussion included this type of development is needed and that slab-on-grade homes are desirable in the marketplace.
 - Intersections along Agency Street will be reviewed during the platting process and would include Blue Earth County since Agency Street is a county road.
 - Council indicated a general consensus to offering TIF and authorized Administrator Bromeland to work with Shannon Sweeney on this. A public hearing will be held in the future relating to TIF.
 - Annexation, rezoning and re-platting will be addressed at a later date and will require a public hearing.
2. Letter from LJP Waste Solutions and Change to Spring Clean Up
- Administrator Bromeland stated that LJP 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 of 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.
 - Administrator Bromeland also stated the contract with LJP does not mention about the cleanup being curbside. The City is billed for the cleanup on a per ton basis of refuse delivered to Minnesota Waste Process Company.
 - Council discussion included the desire to have a curbside pickup, if possible, and concern with wait time and traffic flow.
 - Public Works Director, Brian Goettl, stated staff could put up directional signage to assist with traffic flow. Administration Bromeland also stated that in 2020 there was only one truck available for dropped off items, but this year there would be three trucks.
 - Mayor Auringer directed staff to inquire of other companies to see if they would be able to provide curbside pickup for spring cleanup.

OTHER

1. Wabash Valley Shipping Update for Parks Picnic Tables, Garbage Receptacles, and Benches Ordered
- Administrator Bromeland explained that an order was placed on April of 2021 with Wabash Valley 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. This order was placed through St. Croix Recreation, and 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.
 - Brian Goettl, Public Works Director, stated that St. Croix Recreation Fun Playgrounds, Inc. has provided another price estimate for benches, receptacles and picnic tables and the prices have increased dramatically. The original order was to be paid for with capital outlay funds in 2021. The 2022 budget included \$10,000 for ordering more of these items for the parks.
 - Council discussion included the shipping time with the new vendor, which is 45 days. It was discussed that it does not make sense to cancel the original order since it will arrive at some point and that the price is substantially less than current pricing and that the quoted price will be honored.

- Administrator Bromeland stated that she will look to see if grants are available for such a purchase.
- Mayor Auringer asked for clarification, and it was stated that the original 2021 order would remain and that an order for additional benches, picnic tables and garbage receptacles would be placed in 2022.
- Council Member Rohrich moved, seconded by Council Member Whittington, to authorize a 2022 order of park benches, picnic tables, and garbage receptacles, not to exceed \$9,000. The motion carried with Council Members Steinberg, Rohrich, White and Whittington voting in favor. Mayor Auringer voted in opposition.
- Mayor Auringer stated he would like to see department requests such as this presented in a more organized fashion so an informed decision can be made.

CITY ADMINISTRATOR REPORT

1. Population Signs Update

- Scott Thompson, with MnDOT, has informed staff that they typically update the signs along state highways as soon as the Federal government certifies the census numbers. This usually happen 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 begin to see the numbers updated this summer.
- Blue Earth County has stated they will either update the sign with the new population figure or just replace the sign with a new one with the cost being invoices to the City of eagle Lake.
- Eagle Lake's population is 3,278, which is a 35 percent increase from the 2010 census.

2. Highway 14/County Road 56 Construction Update

- A representative from MnDOT will attend the March 7, 2022 City Council meeting to review project staging maps.
- MnDOT has sent a construction postcard to nearby property owners. The purpose of the postcard was to steer people to the project website – <https://www.dot.state.mn.us/d7/projects/hwy14eaglelake/index.html> .

3. Music on Parkway Grant Fulfillment Letter from SMIF; Planning Underway for Scaled Back Series in 2022

- A grant fulfillment letter has been received 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.

4. EAB Update and Community Forestry

- 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, that 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. There are no plans to apply for a third term with a Community Forestry Member, unless this is something the Public Works department feels would be beneficial.

5. School Facilities Committee – Appoint Elected Official to Represent Eagle Lake

- Administrator Bromeland explained that in 2020 Mankato Area Public Schools (MAPS) formed a District Facilities Committee on which she served. 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. According to MAPS, enrollment increased by 15 percent during the last 10 years, representing about 1,100 students. This has resulted in schools operating over capacity while others are near capacity.

- Administrator Bromeland shared that a community survey was sent to every resident in 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.
 - MAPS is now looking to form a new committee which 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.
 - The elected representative would bring information back to the City Council and be a contact person in the community.
 - Council Member White moved, seconded by Council Member Rohrich, to appoint Council Member Steinberg to the newly created MAPS Facility Committee. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
6. Le Sueur River One Watershed One Plan
- Administrator Bromeland explained that 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 IWIP Technical Advisory Committee (TWAC). Administrator Bromeland is serving as Eagle Lake's staff representative.
7. Legislative Priorities and Upcoming Legislative Action Day in St. Paul
- Administrator Bromeland will compile items to present at the Legislative Action Day and will share her list with the EDA and City Council. She likes to make sure the City's vested interests in economic development tools, clean water funding and PFA funding for water and sewer, childcare initiatives, and housing needs are shared with legislature.

COUNCIL REPORTS

1. Council Member Garrett Steinberg shared that he has sent out an email to last year's Music on Parkway Committee for 2022 planning. He would like to see events held in June, July, and August. The booking of bands was easier last year than booking food vendors.
2. Council Member Anthony White shared that All Seasons Arena is looking at a major update of their facilities which could cost between \$2 to \$3 million dollars. Under consideration is how to make the flow of the building better as well as parking lot accessibility and flow. The city's cost has yet to be determined.
3. Council Member Beth Rohrich shared that MAPS Community Education and Recreation's final numbers for 2021 increased from the previous year. They will cap this summer's ACE's program at 230 students and that field trips will be scheduled. They are looking at ways to better connect with cities and residents. Of particular concern is how to connect with non-English speaking residents.
4. Mayor Auringer shared that the MAPO Board approved the Eagle Lake connectivity plan to study ways to connect the Eagle Heights development with Agency Street. Bolton and Menk will start with traffic counts once permission is approved. They will come up with a plan for this connection.
5. Mayor Auringer shared that he attended a Region 9 meeting and that they are looking into infrastructure needs with electric cars. He stated that statistic from Europe show an increase in usage of electric cars and that this county is expected to see such an increase in the next 4-5 years. Region 9 is also looking into climate change.
6. Mayor Auringer announced that he will not be seeking re-election as Mayor in the November election.

7. A special City Council meeting is scheduled for February 16, 2022 at 7:00 p.m. for water treatment facility discussion.

ADJOURN INTO CLOSED SESSION

1. Council Member Steinberg moved, seconded by Council Member White, to close the meeting as permitted by section 13D.05, subdivision 3 (a), to complete the annual performance evaluation of the city administrator, Jennifer Bromeland. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
2. Council Member Steinberg moved, seconded by Council Member White, to reopen the meeting. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Auringer voting in favor.
3. Council Member Steinberg moved, seconded by Council Member Rohrich, to adjourn the meeting at 9:43 p.m. The 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, FEBRUARY 10, 2022**

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

Members Present: Jeremy Horkey, Shane Wendland, Ryan Short, Beth Rohrich, Joan Back, and Tim Auringer

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

Treasurer's Report

The treasurer's report was presented.

Business

1. Lake Eagle Park Master Plan Kick Off Meeting

- Jonathon Nelson with Bolton and Menk was present to discuss and to learn more of what the City is looking for with the Lake Eagle Park Master Plan.
- Park Board and Staff discussion included the following.
 - Lake Eagle Park is one of the focal points of the City and is the primary park for events and sport activity.
 - Parking is an issue and the Board is open to additional and alternate parking areas. One area identified for additional parking was along LeSueur Avenue. The possibility of expanding the current parking lot with the removal of ash trees was discussed. The green space on the southeast corner of the park could be turned into parking. If no parking is installed on Thomas Drive, an educational component would need to be implemented. Utilizing the area of the current softball field for parking was mentioned.
 - The old pavilion has been removed and a new one is desired, but first want to determine best design and location. The Board is not looking to include concession stands in this design because a mobile concession stand could be brought in for the few times it would be desired. It is desired to have a pavilion with wind break options such as closable overhead doors or other such options. People sat in old pavilion to have shade and watch ball games. Creating a new pavilion is top priority and should be considered as part of phase 1.
 - The idea of angled piece of overhead shading be installed for people watching games was mentioned.
 - The Board would like to look at long-term planning for the park to maximize usage and streamline design and budgeting plans.
 - Making changes to existing path locations is open for discussion.
 - The need to establish the ability to use the wetland/wet area needs to be determined by determining if it has been delineated as a wetland or if it is just land that is wet.
 - The baseball field is used nightly during summer months and many people park on Thomas Drive which is a safety concern.
 - Existing unloading area is used improperly in which vehicles actually park there instead of as an unloading area. Would like to see this area to continue to be used for handicapped parking.
 - MAYBA will be putting a storage shed by the baseball field fence, by the dugout.

- Designing a new area for t-ball was discussed as well as possible locations within the city park system, there are approximately 60-70 youth who participated last year. Soccer would be another sport which could be included in the park system.
- Frazee Park is under utilized but parking may need to be considered when making updates to that park.
- Future park storage needs should be considered in concept planning.
- ADA restrooms were discussed and if added to the existing restroom, storage on the back side would be a possibility.
- The Adventure Park area is overgrown and full of mosquitos.
- Consider a warming house with an attached community room which could be rented. The possibility of using existing warming house and constructing a detached community room was discussed and air conditioning for renter's comfort in summer months should be considered.
- There is a force main line in the park and needs to be taken into consideration with park planning.
- Consideration for a future water filtration plant needs to be considered with park design.
- Moving of the lawn mower shelter is a possibility to be considered.
- The playground was updated in 1995 but was refreshed in 2021. The playground could be reconfigured, such as moving swings.
- Water amenities were discussed with concern for cost and cost viability.
- A gazebo on the west side of the pond for a reflection/quiet area should be considered.
- The bike rack for Lake Eagle Park is not noticeable, discussion to improve visibility was discussed as well as the possibility of adding a new bike rack.
- Grant funding possibilities would be information to be presented. SHIP funding may be available for benches, possibly garbage receptacles, picnic tables and bike racks. SHIP can award \$3,000 a year to an entity.
- Discussed was the potential of the Shuck property for a natural access to pond and to remain a very natural area.
- A pump bike area may be an option for the park.
- Mr. Nelson provided the following input.
 - Long term planning and visioning for the park would look at 20-30 years down the road and plan for a phased approach.
 - When looking for funding sources, a long-term plan is important. There are grants available, some of which could be significant which are offered annually. His office will provide funding avenues as well and can help with applications. SHIP grants, which is pretty small typically may be available for bike racks and bike repair stations.
 - A lot of parks don't have any restroom.
 - The possibility to rent a shelter is an nice option.
 - Typically, it is nice to have parking adjacent to a pavilion. He may be able to fit a drop off area by the restroom. Could put island in parking lot.
 - He will look at limits of the wetland area.
 - He will develop a couple of concepts/layouts.
 - A long-term plan could include absorbing the softball field.
 - He will try to determine parking needs.
 - He will put concepts on paper and bring to future meeting and then do a redesign based on the Park Board's feedback.
 - The initial concept plan could be available for the March Park Board meeting and refinements would not take long.

- The construction of a pavilion could possibly be done this year. Info could be put out to the public by June.
- Staff will send previous company's design.
- Set meeting for March 10th for next concepts to be presented was set.

2. Update from Public Works on Status of Order for Picnic Tables, Benches, and Garbage Receptacles

- Not discussed.

3. Recap of 3rd Annual Winter Activities Event

- Not discussed.

Respectfully Submitted,

Kerry Rausch
Deputy Clerk

**CITY OF EAGLE LAKE
CITY COUNCIL SPECIAL MEETING
FEBRUARY 16, 2022**

CALL TO ORDER

- Mayor Auringer called the meeting to order at 7:00 p.m.

ROLL CALL

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

NEW BUSINESS

1. Letter from the MN Department of Health for Manganese at Well Nos. 2 and 3
 - Administrator Bromeland explained that the City received a request from MDH Drinking Water Protection on October 25, 2021, asking permission to collect water samples for manganese from each water supply entry in the water system. To learn more about our drinking water and to better protect public health, we consented to samples being collected. According to MDH, the average level of manganese at each sample location exceeds the Health Based-Value (HBV) in the drinking water supply. MDH recommends that the City notify its water customers as soon as possible about manganese in the drinking water supply. In the Council packet is the mailer that is to be sent to all customers. MDH also recommends that the City take action to reduce exposure to manganese to below the HBV in the drinking water supply.
 - Administrator Bromeland explained that manganese in the water supply is not new. It occurs naturally in rocks and soil and is usually present in Minnesota's ground and surface waters. This is not a new change in water quality, but it is not being recognized as a potential health concern. According to a phone call with an MDH representative, to date, some seventy (70) health risk advisory letters like the one Eagle Lake received have been sent to MN drinking water systems for this most recent study. There are around 1,000 community public water systems in MN.
 - Administrator Bromeland participated in a remote meeting today with Legislators to talk about the possibility of requesting an appropriation from the current bonding bill to make the necessary improvements to Eagle Lake's water treatment system to address high levels of manganese in the drinking water supply. In speaking with Senator Frenz and Representative Frederick, they indicated their supportiveness to help Eagle Lake in this regard. They stated Eagle Lake needs to provide them with more information and to include information which will make Eagle Lake stand out from other requests. They indicated their willingness to draft legislation for Eagle Lake to be included in the bonding bill.
 - The timing of such a request is good since there are funding sources available.
 - Also explained was that the public works department is in the process of coordinating random samples being collected from residences in the community to send to UB Laboratory in Janesville. Random sampling may help provide an indication of manganese levels at different locations in the community. If residents wish to test their water through UC Laboratory, test kits are available through UC Laboratory for approximately \$50 per kit. Another option is for the City to consider purchasing a handheld testing device to test manganese in drinking water when requested. City staff will need to research cost associated with obtaining a testing device and bring back pricing at an upcoming meeting if that is an avenue the City would like to explore further. MDH materials state that cities have no requirement to private testing, and that testing could be left to property owners.

- John Graupman with Bolton and Menk stated that a handheld device would provide an unofficial reading and that results would be available in approximately three minutes. These results would be fairly close to lab testing. He explained that the original samples were obtained from the point of entry into the water system and that water which goes through a properly functioning water softener will reduce the manganese level to close to zero and that additional home filtering systems would reduce it even more. It was also explained that manganese has always been at this level in the Eagle Lake water system, and that it is now something that the EPA has studied and found there are health concerns. He also stated that the current acceptable level set by MDH could change in the future. If the City is interested in purchasing a handheld device, one company he suggested looking at is Hach Co. This would allow the city to test for other items such as iron, fluoride, hardness, and nitrates. If the City proceeds with a filtration system a handheld device would be used and would be a wise investment.
- Mr. Graupman also explained that the levels of 100 for infants and 300 for adults is a lifetime exposure. For infants this is classified as the first year of life.
- Council discussion included that some manganese is needed in our bodies. A short-term option for residents would be to ensure the drinking water flows through a water softener as a treatment option. Discussion also included pros and cons to purchasing a handheld device for testing.

2. Planning for Water Treatment Plant and Next Steps

- Administrator Bromeland explained that a water treatment study was undertaken in 2020 to provide information needed to establish priorities, plan, fund, and implement required future water system improvements necessary to address water quality, color and odor concerns. A proposal was submitted to the Drinking Water Revolving Loan Fund Program with the MN Department of Health and Public Facilities Authority for placement on the 2022 Intended Use Plan.
- Mr. Graupman explained that for the City to be best situated for funding the project needs to be shovel ready; meaning that a site needs to be identified with either a purchase order or right of first refusal in place and that project plans need to be drawn. Minnesota has a moratorium on new wells in the Mt. Simon aquifer, which means that new wells cannot be drilled in that aquifer. Five (5) acres of land would be ideal for a water treatment facility, but a minimum of two (2) would be needed. Under 5 acres may require construction easements to be obtained. He also stated that it would be recommended for Eagle Lake to have some capacity for water store on site at the treatment facility. Location of land is recommended to be in relative close proximity to existing wells as a cost saving measure relating to connectivity. When asked, he stated once the plant is constructed, there would be little noise, and that the green space on the site could be used for other purposes one of which could be parkland. The estimated population capacity for the existing water tower is 4,000 people.
- Council discussion included the importance of looking to the future needs of the city which included, but not limited to, the need of an additional water tower and its location as the community grows, additional parkland desires, planning for a possible water campus and new wells.
- Next steps include locating land, start well study with test boring, and look to start plan design within six months with final plans ready in March 2023, and close on land purchase when state legislature approves project.
- Mr. Graupman recommended that when project pricing is being finalized to estimate costs on the high side to ensure adequate funding is obtained. The project can be broken into phases, with phase one being a planning grant and phase two a construction grant. These two phases can be combined or kept separate. The legislature likes to see funding requests which include a local government match. It is estimated that the planning portion of this project could cost \$500,000 for the full design.
- Council consensus was to leave residential testing for manganese up to individual property owners. Staff will check to see if test kits can be obtained for residential use or if they will need to work with UC Laboratories directly.

- Council established a land acquisition committee comprised of Council Members White and Steinberg and Administrator Bromeland. Council asked that the committee consider opportunities for additional land for the park system.

ADJOURN

- Council Member Steinberg moved, seconded by Council Member Steinberg, to adjourn the meeting at 8:30 p.m. The 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

*Check Summary Register©

February 2022

Name	Check Date	Check Amt	
10100 Cash			
1490e FURTHER	2/1/2022	\$387.09	BW PAYROLL 02-03-22
1491e PERA	2/1/2022	\$4,049.40	BW 02-03-22
1492e MN DEPT OF REVENUE	2/3/2022	\$1,595.00	JANUARY SALES TAX
1493e AFLAC	2/3/2022	\$146.76	JANUARY PREMIUM
1494e PSN	2/3/2022	\$566.98	JANUARY FEES
1495e PERA	2/14/2022	\$4,320.21	BW 02-17-22
1496e FURTHER	2/14/2022	\$387.09	BW 02-17-22
1497e PERA	2/17/2022	\$37.50	MO 02-22
1499e CASEYS BUSINESS MASTERCA	2/23/2022	\$633.56	REPLACE FOR CK 44180
44241 ARROWWOD RESORT	2/2/2022	\$578.88	SIMPSON-LODGING CHIEF CONFERENCE
44242 UNITED STATES POSTAL SERVI	2/2/2022	\$1,222.80	PERMIT #12
44243 ARAMARK	2/4/2022	\$36.79	
44244 BADGER METER	2/4/2022	\$94.14	HOSTING SERVICE
44245 BCBS OF MN	2/4/2022	\$13,553.62	
44246 BOUND TREE MEDICAL LLC	2/4/2022	\$32.29	ARM SPLINT, SMALL
44247 CARRIAGE REPAIR INC	2/4/2022	\$161.63	2020 FORD EXPLORER
44248 CHRISTOPHER KENNEDY	2/4/2022	\$1,197.00	
44249 COMPUTER TECHNOLOGY SOL	2/4/2022	\$2,169.17	
44250 EAGLE EXPRESS	2/4/2022	\$917.41	
44251 GOPHER STATE ONE CALL	2/4/2022	\$18.90	JANUARY TICKETS
44252 HAWKINS	2/4/2022	\$2,436.85	
44253 MATHESON TRI GAS INC	2/4/2022	\$55.73	
44254 MEBULBS	2/4/2022	\$1,250.19	BALASTS AND LIGHT BULBS
44255 MENARDS	2/4/2022	\$195.83	
44256 MN POLLUTION CONTROL AGEN	2/4/2022	\$23.00	HARTMAN WASTEWATER CERT. RENEWAL
44257 ADP, LLC	2/7/2022	\$377.50	
44258 B. E. COUNTY SHERIFFS DEPT	2/7/2022	\$1,274.00	2022 CIS FEE-MDC
44259 CITY BUILDING INSPECTION SR	2/7/2022	\$1,368.91	
44260 LINDE GAS & EQUIPMENT INC	2/7/2022	\$58.48	
44261 OHME, AMANDA OR LUCAS	2/7/2022	\$642.74	REFUND OVERPAYMENT OF UTILITY BILL
44262 PRINCIPAL LIFE INSURANCE CO	2/7/2022	\$193.00	PREMIUM
44263 Verizon Wireless	2/7/2022	\$277.42	
44264 ROMIG, BEN	2/16/2022	\$105.30	MILEAGE REIMBURSEMENT
44265 SCSU WELCOME CENTER	2/16/2022	\$265.00	MCOFA.2022.11/217885-9178 - Kerry Rausch
44266 MN BCA CRIME PREVENTION	2/16/2022	\$250.00	ROMIG - INTERVIEW & INTERROGATION
44267 CASEYS BUSINESS MASTERCA	2/25/2022	\$2,102.73	
44268 DELTA DENTAL OF MN	2/25/2022	\$733.65	MARCH PREMIUM
44269 US BANK EQUIPMENT FINANCE	2/25/2022	\$114.00	
44270 XCEL	2/25/2022	\$7,564.16	
44271 ADP, LLC	2/28/2022	\$401.94	
44272 ALEX AIR APPARATUS INC	2/28/2022	\$21,700.00	COMPRESSOR
44273 ARAMARK	2/28/2022	\$239.74	
44274 ARNOLDS OF ALDEN	2/28/2022	\$15.00	
44275 AUTO ZONE	2/28/2022	\$168.32	OIL AND FILTERS
44276 AXON ENTERPISE INC	2/28/2022	\$210.00	ANNUAL FEE
44277 BENCO ELECTRIC	2/28/2022	\$514.92	STREET LIGHTING
44278 C & S SUPPLY CO INC	2/28/2022	\$225.38	SQUEGEE AND HANDLE
44279 CRYSTEEL TRUCK EQUIPMENT	2/28/2022	\$137.82	BOSS PLOW - SPRING
44280 CUSTOM FIRE APPARATUS INC	2/28/2022	\$48.16	HANDRAIL
44281 FEDEX	2/28/2022	\$4.59	
44282 FLAGSHIP RECREATION	2/28/2022	\$168.00	HANDHOLD PANEL-TAN
44283 FRESH START CLEANING AND	2/28/2022	\$100.00	JANUARY SERVICE
44284 HAWKINS	2/28/2022	\$2,723.96	
44285 J.R. BRUENDER CONSTRUCTIO	2/28/2022	\$230.00	PARK/SKATING RINK

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CITY OF EAGLE LAKE

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February 2022

Name	Check Date	Check Amt	
44286	KATO GLASS INC	2/28/2022	\$195.00 MOWER WINDSHEILD INSTALL
44287	LJP ENTERPRISES	2/28/2022	\$10,874.85 64 gall= 933 96 gal=117
44288	MACQUEEN EMERGENCY	2/28/2022	\$1,645.00 SCBA FLOW TEST
44289	MATHESON TRI GAS INC	2/28/2022	\$106.79
44290	MENARDS	2/28/2022	\$433.83 LIGHTS FOR CHAMBER
44291	MN CHIEFS OF POLICE ASSOC.	2/28/2022	\$510.00 ETI CONFERENCE - JOHN KOPP
44292	MINNESOTA WASTE PROCESSI	2/28/2022	\$5,506.91 JANUARY SERVICE
44293	NAPA AUTO PARTS	2/28/2022	\$13.49 HEADLIGHT
44294	NORTH CENTRAL INTERNATION	2/28/2022	\$1,177.24 2014 INTERNATIONAL-CK ENGINE LIGHT
44295	RED FEATHER/HERMEL WHOLE	2/28/2022	\$422.12
44296	SAFETY & SECURITY CONSULA	2/28/2022	\$400.00 SOLAR PANEL RESPONSE
44297	SIMPSON, VERN	2/28/2022	\$208.26 MILEAGE FOR MSFCA CONFERENCE
44298	ST. CROIX RECRETION FUN PLA	2/28/2022	\$5,758.48 BEAMS AND BORDER FOR PLAYGROUND
44299	STAPLES BUSINESS ADVANTA	2/28/2022	\$87.56
44300	TRUCK CENTER COMPANIES	2/28/2022	\$11.10 SHOP SUPPLIES
44301	VOLUNTEER FIREFIGHTERS BE	2/28/2022	\$200.00 ANNUAL RENEWAL MEMBERSHIP
Total Checks			\$105,833.17

FILTER: ((([Act Year]='2022' and [period] in (2))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10100')

CITY OF EAGLE LAKE

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*Check Summary Register©

March 2022

Name	Check Date	Check Amt	
10100 Cash			
1500e MN DEPT OF REVENUE	3/3/2022	\$1,738.00	FEBRUARY SALES TAX
1501e FURTHER	3/3/2022	\$387.09	BW PA 03-03-22
1502e PERA	3/3/2022	\$5,254.58	BW PA 03-03-22 & HABER/ERLANDSON PM
1503e PITNEY BOWES PURCHASE PO	3/3/2022	\$604.50	POSTAGE
1504e AFLAC	3/3/2022	\$146.76	FEBRUARY PREMIUM
1505e PSN	3/3/2022	\$553.83	FEBRUARY CHARGES
44304 ALEX AIR APPARATUS INC	3/4/2022	\$2,469.02	HOSES AND COUPLERS
44305 ARAMARK	3/4/2022	\$36.79	
44306 BADGER METER	3/4/2022	\$94.38	HOSTING SERVICE
44307 BOLTON & MENK INC	3/4/2022	\$410.00	CSAH 27/AGENCY ST
44308 BROMELAND, JENNIFER	3/4/2022	\$531.56	REIMBURSEMENTS
44309 CENTER POINT ENERGY	3/4/2022	\$1,851.37	
44310 CHRISTOPHER KENNEDY	3/4/2022	\$126.00	
44311 CITY BUILDING INSPECTION SR	3/4/2022	\$922.22	CITY FORCE FEES 1ST QTR
44312 COMPUTER TECHNOLOGY SOL	3/4/2022	\$2,218.81	
44313 CONSOLIDATED COMMUNICATI	3/4/2022	\$559.86	ACCT # 507-052-1848/0
44314 COURTYARD BY MARRIOTT	3/4/2022	\$639.45	MCFOA CONFERENCE-RAUSCH
44315 EAGLE EXPRESS	3/4/2022	\$1,143.99	FUEL
44316 GOETTL BRIAN	3/4/2022	\$383.25	CONFERENCE REIMBURSEMENT
44317 GOPHER STATE ONE CALL	3/4/2022	\$4.05	FEBRUARY TICKETS
44318 GOVERNMENT FORMS & SUPPLI	3/4/2022	\$270.00	LASER CHECKS
44319 LEAGUE OF MN CITIES	3/4/2022	\$20.00	SAFETY & LOSS CONTROL WORKSHOP
44320 MATHESON TRI GAS INC	3/4/2022	\$56.62	
44321 METERING & TECHNOLOGY SOL	3/4/2022	\$205.90	
44322 NICKLAY, MICHAEL	3/4/2022	\$383.25	CONFERENCE REIMBURSEMENT
44323 PLUNKETTS PEST CONTROL	3/4/2022	\$46.80	
44324 PRINCIPAL LIFE INSURANCE CO	3/4/2022	\$458.68	MARCH/APRIL PREMIUM
44325 STAPLES BUSINESS ADVANTA	3/4/2022	\$74.95	
	Total Checks	\$21,591.71	

FILTER: ((([Act Year]='2022' and [period] in (3))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10100')

CITY OF EAGLE LAKE

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*Check Summary Register©

February 2022

Name	Check Date	Check Amt
10101 EDA Cash		
466 GREATER MANKATO GROWTH-I	2/28/2022	\$7,178.82
	Total Checks	\$7,178.82

FILTER: (([Act Year]='2022' and [period] in (2))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10101'

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CITY OF EAGLE LAKE

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*Check Summary Register©

February 2022

Name	Check Date	Check Amt
10120 Fire Equipment-Assig		
44302 ALEX AIR APPARATUS INC	2/28/2022	\$14,850.00 AIR COMPRESSOR
44303 GALLS LLC	2/28/2022	\$504.13 BADGES
	Total Checks	\$15,354.13

FILTER: ((([Act Year]='2022' and [period] in (2))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10120')

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Pay Dates 02/03/2022, 02/17/2022, 02/24/2022

Payroll Name	Pay Date	Net Pay
Auringer, Mandy L	02/03/2022	797.26
Auringer, Mandy L	02/17/2022	797.25
Auringer, Timothy A	02/24/2022	350.81
Bromeland, Jennifer J	02/03/2022	2,739.97
Bromeland, Jennifer J	02/17/2022	2,739.96
Crary, Amy L	02/17/2022	325.18
Goettl, Brian K	02/03/2022	1,702.93
Goettl, Brian K	02/17/2022	1,777.13
Haber, Jerald L	02/03/2022	156.17
Hartman, Andrew R	02/03/2022	1,396.99
Hartman, Andrew R	02/17/2022	1,246.94
Jensen, Dustin D	02/03/2022	1,741.60
Jensen, Dustin D	02/17/2022	1,424.37
Konz, Noah J	02/24/2022	73.88
Kopp, John A	02/03/2022	2,159.87
Kopp, John A	02/17/2022	2,472.44
Nicklay, Michael L	02/03/2022	1,373.63
Nicklay, Michael L	02/17/2022	1,149.92
Rausch, Kerry L	02/03/2022	1,234.62
Rausch, Kerry L	02/17/2022	1,241.44
Rohrich, Elizabeth K	02/24/2022	253.96
Romig, Benjamin T	02/03/2022	844.42
Romig, Benjamin T	02/17/2022	1,424.21
Shoemaker, Brian J	02/03/2022	546.39
Shoemaker, Brian J	02/17/2022	47.37
Simpson, Vern L	02/24/2022	199.40
Steinberg, Garrett R	02/24/2022	253.96
White, Anthony D	02/24/2022	253.96
Whittington, Johnnie L	02/24/2022	253.96

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On March 16th, our department will be attending Use of Force/Defensive Tactics and Taser refresher with the Blue Earth County Sheriff's office. This is Post mandated yearly.

We will be participating in the St. Patrick's Day TZD enforcement period around St. Patrick's Day. We will be out looking and deterring people from driving impaired.

We will also be participating in the April TZD distracted driving wave. We will be out looking to deter people from being on their phones and other distracted driving behaviors.

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 FIRE CHIEF'S REPORT

Greetings, we made it through what is statistically the coldest month of the year. As we move on to the snowiest, we will start to see a lot of thawing and refreeze happening. Please be careful on the slick spots this creates.

I hope most everyone had the chance to enjoy the 3rd Annual Winter Activities at Eagle Lake Park on February 5th. I unfortunately had to miss it, although the training provided through The Minnesota State Fire Chiefs Association that weekend was well worth the time. Moving on to the calls for the month.

FEBRUARY CALLS

Fire Alarm-2
Fire Assist-1
Fire Mutual Aid-2
Medical Response-6
Motor Vehicle Accident-0

CALL AREAS

Eagle Lake-9
Kasota (Lime TWP)-1
Madison Lake (Le Ray TWP)-1
Mankato TWP-0

- Good Luck to the students swimming/diving in the state competition this weekend!

March, 2022

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

From: Brian Goettl Public Works Director

Mike and I attended the MRWA Annual Water and Wastewater Conference in St. Cloud on March 1-3, 2022. Mike will be taking his Class C Water Exam and I will be doing My renewal hours for my Water Wastewater licenses.

Water: The City received some Manganese Test Kits if resident would like to test their tap water and we will do four test in different areas around the city to see what the levels are from the tap water. We are still 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: We are still waiting on parts for the Maple Lane lift station so we will continue to monitor it if the alarms go off. We will be measuring sewer main lines for our annual cleaning and televising.

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

Parks: Mara's memorial balance beams and the stone borders for Frazee Park playground were delivered and Graham Waibel's memorial bench has been shipped. They will be installed in the spring. I received the bid from Diversfied Metal Fabrications for the tables, benches, and garbage cans for the parks of \$8392.48 that is \$521.52 less then St. Croix's bid and I placed the ordered on 2/23/22.

Storm Sewer: Jennifer and I we be working with ISG Engineering on the 2022 MS4 permit and storm water ponds, we'll be meeting with them this month.

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



Brian K. Goettl

BUILDING PERMITS

<u>HOUSE #</u>	<u>STREET</u>	<u>VALUE</u>	<u>Project Description</u>
107	598th Ave	\$ 29,568.00	Mechanical (Heating/A/C)
105	Oak Dr	\$ 5,200.00	Deck
426	Owl Ln	\$ 8,500.00	Furnace & AC
1001	Timberidge Trl		Furnace

Eagle Lake Fire Relief
Gambling Fund Report January 2022

Balance	1/1/22	\$19,483.96
Income:		
Paper Pull Tabs		\$7,073.00
Electronic		\$16,144.00
Interest Income		\$1.15
Total Income		<u>\$23,218.15</u>
Total Funds Available		\$42,702.11
Less Total Disbursements		<u>(\$30,489.61)</u>
Balance	1/31/22	\$12,212.50

2022 Profit / Community Donations

Net Profit:
1/22 (\$5,877.13)

Total Profit To Date: (\$5,877.13)

Community Donations To Date: \$0.00

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**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2022-12**

A Resolution Establishing Precinct and Polling Place

WHEREAS, the legislature of the State of Minnesota has been redistricted; and

WHEREAS, Minnesota Statute section 204B.14, Subdivision 3 requires that precinct boundaries must be reestablished within sixty (60) days of when the legislature has been redistricted or at least 19 weeks before the state primary election, which would be March 29, 2022, whichever comes first;

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF EAGLE LAKE, BLUE EARTH COUNTY, MINNESOTA: hereby establishes the boundaries of the voting precinct and polling place as follows:

Precinct Name: Eagle Lake
Polling Place Location: City Hall, 705 Parkway Avenue, Eagle Lake, MN

Attached to this resolution, for illustrative purposes, is a map showing said precincts and the location of the polling place.

Adopted by the council this 7th day of March, 2022.

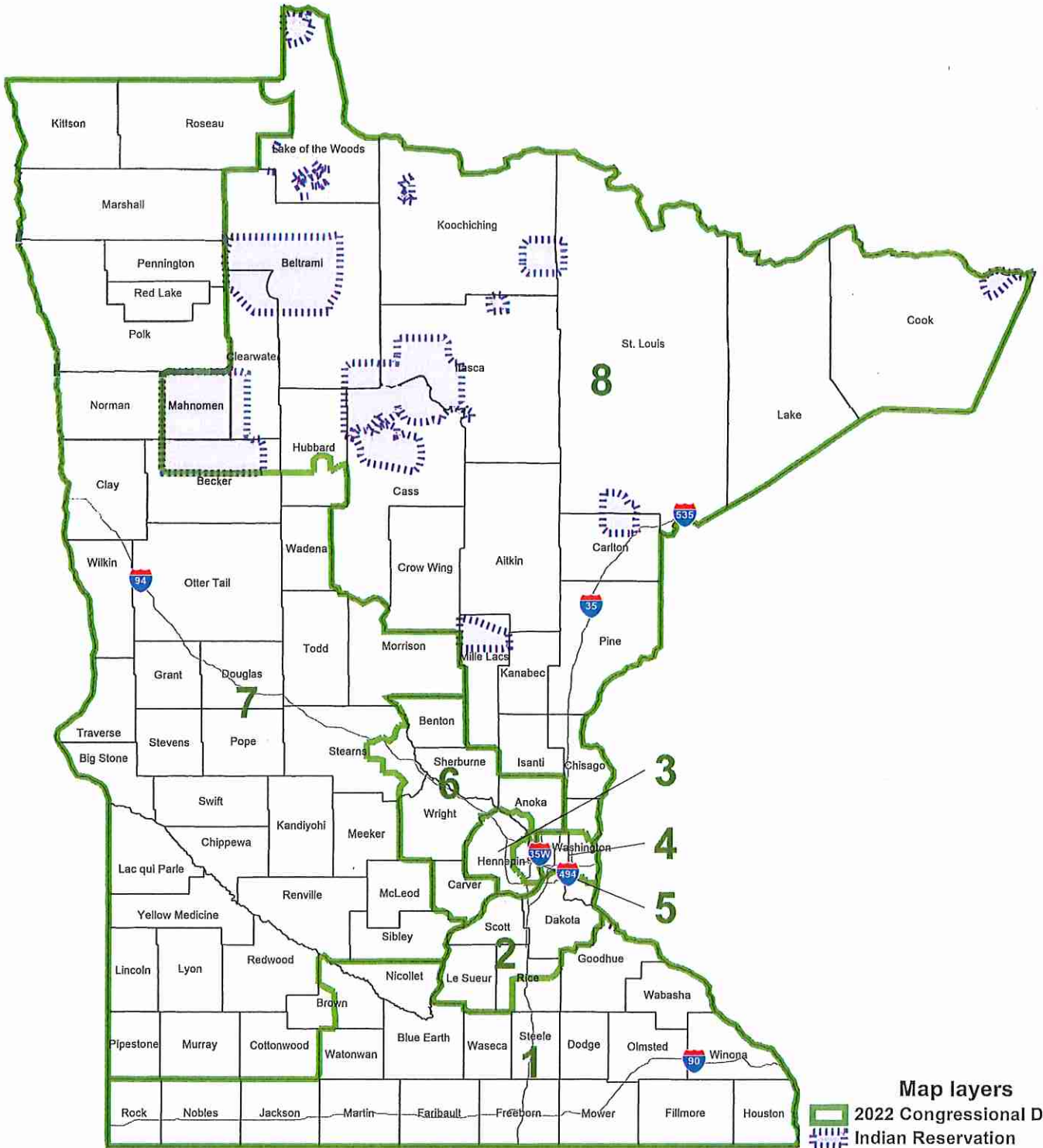
Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

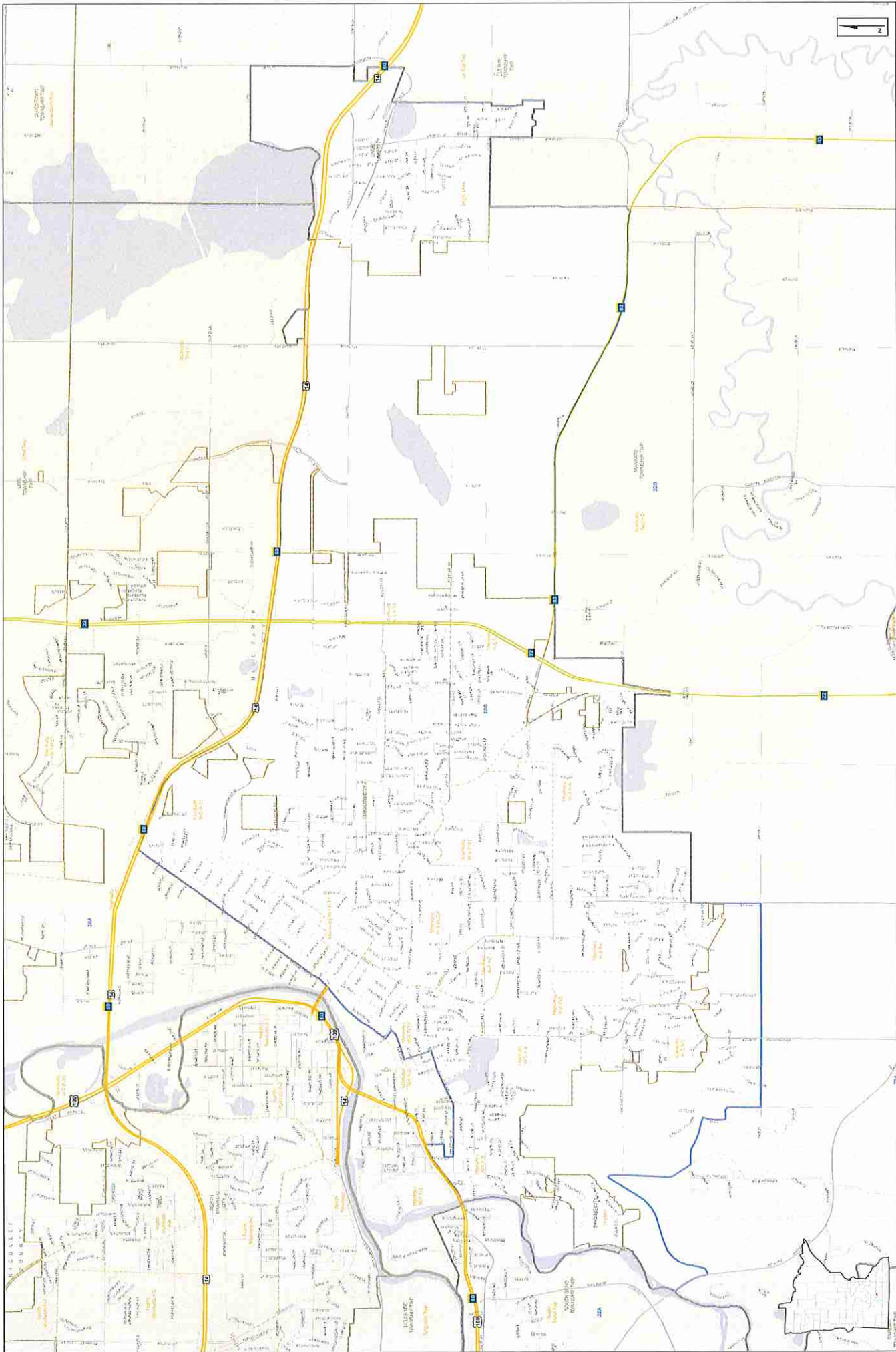
**2022 Minnesota Special Redistricting Panel
Minnesota Congressional Districts - Statewide
February 15, 2022**



- Map layers**
- 2022 Congressional Districts
 - Indian Reservation
 - County
 - Interstate

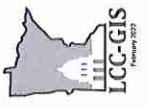
©2021 CALIPER

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House District 18B

With Precincts (2020)
 This map shows the Legislative Districts ordered by the Minnesota Statewide Court Special Redistricting Panel in the matter of *Watson, et al. v. Crimm, et al.*, Case No. 2020-0004, AD-0046, on February 10, 2022. Base data are illustrative and in this form are derived from the 2020 TIGER files prepared by the U.S. Census Bureau.



- Interstate Hwy
- US Hwy
- State Hwy
- Ramps
- County Road
- Local Road
- Precincts (2020)
- Cities and Towns
- House Districts
- Counties
- American Indian Reservation
- Lakes & Streams
- Parks



**RESOLUTION NO. 2022-13:
A RESOLUTION ACCEPTING A DONATION TO THE CITY.**

WHEREAS the City of Eagle Lake is generally authorized to accept donations pursuant to Minnesota Statutes for the benefit of its public recreational services.

WHEREAS the following organization has contributed \$5,000 to the city:

WHEREAS, the terms or conditions of the donations, if any, are as follows:

To be applied towards the 2022 Music on Parkway costs.

WHEREAS, said donation has been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF Eagle Lake, MINNESOTA AS FOLLOWS:

1. The donation described above is accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Eagle Lake, Minnesota this 7th day of March 2022.

Tim Auringer
Mayor

Attested:

Jennifer J. Bromeland
Administrator

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2022-14**

A Resolution Appointing Tony Dickmeyer to the City of Eagle Lake EDA

WHEREAS, the City had an open seat available and Tony Dickmeyer has agreed to serve on the City of Eagle Lake EDA; and

WHEREAS, the City feels it is in the best interest of the community to have Tony Dickmeyer serve on the City of Eagle Lake EDA; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Eagle Lake, Minnesota that Tony Dickmeyer is hereby appointed to serve on the City of Eagle Lake EDA.

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

Tim Auringer, Mayor

ATTEST:

Jennifer J. Bromeland, City Administrator

(S E A L)

65



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

March 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Bella's House of Doodles Business Plan Review

Attached is an updated Business Plan from Angela DeMartini with Bella's House of Doodles. Mrs. DeMartini will be at tonight's meeting to review the updated business plan with you and answer any questions.

For purposes of providing background, Mrs. DeMartini was asked to attend the January 19th City Council meeting so that the City Council could review the Conditional Use Permit (CUP) for 107 598th Avenue and determine whether alleged violations warranted its revocation and/or whether an extension of the expired agreement to temporarily operate the business out of the secondary building was appropriate to continue so long as certain conditions were met. One of the items required was an updated business plan to accurately reflect the use of each building as well as give a clearer picture of the overall scope of the business.


Also attached (for reference purposes) you will find a copy of the January 19th City Council minutes, a copy of the letter sent to Mrs. DeMartini on January 5th, and a copy of the letter sent to Mrs. DeMartini on January 26th.

Included in the updated business plan is a reference to add a loft or second floor in the tall building. The City's Building Inspector advises that plans are needed with a code analysis from an architect with changes that are being proposed. The analysis should address all buildings on the property. The need for a code analysis from an architect has been conveyed to Mrs. DeMartini.

To date, a zoning application for a fence has been received. Feedback was provided to the applicant that to place the fence directly on the property line, a notarized agreement from affected property owners is needed. Prior to processing the fence application, a notarized agreement is needed. A site plan has been submitted for the parking lot showing 10 parking stalls including one handicapped accessible stall. The total number of parking stalls required will be dependent upon the use of the buildings and code requirements. An application for a dog run has been submitted. Lot coverage requirements will need to be reviewed. An application for the ancillary building that was placed without a building permit being secured first has also been received. It is not possible to process this application until it is determined if there are any requirements in state building code requiring a certain distance of separation between the building to the east. The City's building inspector will make this determination based on use of buildings and code requirements.

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Discussion should ensue about next steps and timeline as it relates to the need to schedule a public hearing to consider amending the CUP.


Jennifer J. Bromeland
City Administrator



BUSINESS PLAN

Bella's House of Doodles LLC
107 598th Avenue
Eagle Lake, MN 56024

Cell 507 5147096
Office 507 257 2011

Web site: www.bellashouseofdoodles.com
Services: bellashouseofdoodles.services@gmail.com

Executive Summary

The Business

Our family lost our beloved labradoodle named Bella in the winter of 2015. It was heartbreaking and emotionally devastating as she was a part of our family. Not only was she a great companion she was our emotional support dog and brought comfort and healing to our family.

When we lost Bella in a tragic way we wanted to honor her. We wanted to be able to give back to people through our puppies, what Bella gave to us. We strive to raise sound, well adjusted puppies.

Puppies that are taught to be empowered and can handle life and what lies ahead of them. Some of our puppies have gone off to be service dogs, therapy, facility dogs and great family companions.

Bella's House of Doodles evolved and has grown by word of mouth.

On January 15, 2021 our family business was turned into an Limited Liability Company(LLC)

The Management

Management structure of the day to day operations will be run by Angela DeMartini.

The Goals and Objects

At Bella's House of Doodles, we raise the finest purebred and designer doodles. We pride ourselves on raising non shedding, hypoallergenic family loving companions.

Many of our fur babies have gone off to be service and therapy dogs.

We do intensive puppy training using a combination of early neurological stimulation, puppy culture and empowered breeder curriculum to get our puppies off to the best start in life and to honor each puppy.

The Product

With the love and respect of dogs we wanted to expand in all areas of the dog world.

With our new facility we will be able to offer;

1. The finest designer doodle and/or purebred
2. Private puppy training class using using our proven Baxter and Bella courses
3. Grooming services to the public, welcoming all breeds along with current and future customers.
4. Doggie Daycare, priding ourselves on a small intimate daycare.
5. Boarding, over night, short term and extended time.
6. Retail, dog food, puppy and dog bathing products, health and wellness line, custom dog tags and one of a kind items.
7. Self serve dog wash with private access.

The Target Market

We have been blessed to be able to share our puppies all over the US from New york to California, North dakota to Georgia. We have a couple of wonderful puppy flight nannies that fly around the country and deliver our puppies to customers who meet the flight nanny at the destination airport. Our puppies only fly in the Cabin with the nanny, never cargo.

We work with near and distant families providing a small intimate daycare and boarding short and long term options. We work with near and distant customers for grooming.

Ownership Background

Angela DeMartini(President/Owner)

6 plus years of dog expert /training/breeder

15 plus years of customer relations

Company Management Structure

Management structure of the day to day operations of the business and involved in all aspects of the business will be by Angela DeMartini: The creation of purebred and designer doodles, small intimate doggie daycare, grooming services and short and long term boarding.

The business will retain between 2-4 part time to full time groomers, Social media marketer, office receptionist, administration assistant, operations manager, puppy specialists, daycare and boarding manager, puppy/dog supervisors and kennel assistants.

Company Assets

Bella's House of Doodles substantial assets are 25 dogs, owned by Bella's House of Doodles LLC that are in the program. We own 2 40x60 buildings, a 12x28 annex building, backup generator, pressure washer, kennel fencing, vehicles, computer, electronics, tool cat with attachments, can am defender, veterinary equipment and retail inventory.

Location Analysis

Bella's House of Doodles LLC has the prime location in Eagle Lake with Mankato neighboring and all the small surrounding towns within minutes of drive time. Also only being only one hour and half from the twin cities and surrounding cities we do attract clients locally and abroad.

Established Customers

Over the course of the years Angela has built many relationships with many dog lovers all over the United States. Angela has established long term relationships with her customers and they all become part of "the doodle family".

We have an extensive number of referral customers and second or third time owners coming back.

Advertising

Signs on our facility, facebook, web site, instagram, and local advertising options

Operations

The business will retain between 2-4 part time to full time groomers, Social media marketer, office receptionist, administration assistant, operations manager, puppy specialists, daycare and boarding manager, puppy/dog supervisors and kennel assistants.

Facilities

Bella's House of Doodles will operate using both 40x60 buildings and the annex 12x28 building. The first short 40x60 building will be used for retail, grooming, offices, kennel nursery and self serve dog wash with separate entrance. In the kennel nursery room there will be 8 to 12 whelping nursery kennels.

The second tall 40x60 building will be for small intimate doggie day care, short term and long term dog boarding. The building will have 20- 5x6 basic kennels for boarding use and quiet time for daycare dogs. We will have 5 10x6 VIP suites(Kennels) for the boarding use, these would be for multiple dogs from the same family. Max occupancy at one time for boarding would be 40 dogs.

Daycare will have 4 separate play areas that are divided up according to the size of dog groups. Doggie daycare would have no more than 8 small breeds at one time in the play area with staff supervision. No more than 6 medium dogs at one time in the play area with staff supervision. No more than 4 large dogs at one time in the play area with staff supervision.

There will be 2 dog runs-one behind the short 40x60 building that one will be used for boarding dogs and daycare dogs to go outside.

The second one will be on the south side of the short building and will only be used for whelping moms and their pups. This run will not be visible from the front or side.

Between the two buildings we have 10 parking spots that are 10ft. wide X 20ft long and one Parking spot that is reserved for handicapped(total of 11 oversized parking spots)

The annex building will be used for any separations or to remove a dog if needed or if a dog comes ill, as not to expose to the others.

Projection 1-3yr plan

Adding a loft or second floor in the tall building utilizing the space with a half loft. This would reduce the noise level as well. We would use it for additional storage or potentially more play area.

Licensing and Permitting

Bella's House of Doodles LLC has applied and received a license from the city of Eagle Lake to operate at 107 598th Ave, Eagle Lake MN 56024. Bella's House of Doodles LLC also has a current State of Minnesota Commercial Breeders License.

Established Market

Bella's House of Doodles LLC uses several social media sites to promote and advertise our puppies along with all of our services such as facebook and instagram. Many of our puppies have their own instagram accounts and followers. We at Bella's House have a closed facebook page for families who have gotten a puppies from us in the past, its a great way to in touch, set play dates and keep up with littermates. We have an extremely large follower base that has grown over the years with many referrals and repeat customers. Many of our families have more than one doodle or pup from us.

Hours of operation

We are open at 7 am until 8pm 7 days a week. We have 24hr surveillance. Other times if needed are by appointment only.

**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

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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.



January 5, 2022

SENT VIA EMAIL AND USPS

Angela DeMartini, Owner
Bella's House of Doodles, LLC
57370 174th Lane
Good Thunder, MN 56037

RE: Upcoming January 19th Hearing and Outstanding Items Needing Immediate Attention

Dear Angela,

This letter is a follow-up to the January 3rd City Council meeting that you were asked to attend to review with the City Council the current set up and use of each building located at 107 598th Avenue. As was discussed at that meeting, your attendance is **requested** at a Special City Council meeting scheduled for January 19, 2022, at Eagle Lake City Hall, 705 Parkway Avenue, Eagle Lake, MN, and this letter serves as your official notice. **The purpose of the hearing will be 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. Discussion will also take place about the expiration of your current kennel license and whether a new license can be issued at this time. Kennel licenses are valid January 1-December 31st of each year and do not renew automatically.** The meeting is scheduled to begin at 6:00 p.m. with a public hearing on another matter not related to the conditional use permit for Bella's House of Doodles at 107 598th Avenue. Please plan to arrive no later than 6:30 p.m.

For purposes of providing background, what prompted my request for you to attend the January 3rd meeting was that you placed an ancillary building on your property without first obtaining a building permit and because after looking at pictures of the inside of the shed, it appears that the shed is being used as part of the business operations. The ancillary building was not included in your business plan as being part of the business operations when the conditional use permit was sought and approved. Per my phone call to you on December 15th, you indicated that the building was being used to house puppies. Then at the January 3rd meeting, you indicated that the building is being used for overflow and boarding of dogs. Clarification of what exactly this building is being used for is needed as it relates to your business operations for which the CUP was approved.

You also appeared before the City Council on August 2nd (per my request), to discuss your plans for construction of the main commercial building and the secondary accessory storage building and to request an exception to the building permit process to accommodate your desire to construct the secondary storage building in advance of the main commercial building. An agreement was approved by the City Council at that meeting allowing for the construction of the secondary building and temporary use of that building to house dogs and operate your business with the condition that a certificate of occupancy be obtained prior to January 1, 2022. You signed that agreement and in

doing so acknowledged the conditions of the agreement. Since you have not completed the necessary inspections, a certificate of occupancy has not been issued for the main commercial building for which the CUP was issued and according to the terms of that agreement, your CUP should be revoked since you are continuing to operate your business out of the secondary building.

When you and I spoke on December 15th, you expressed that your vision for the business had changed and that your business was growing quickly. As was conveyed in an email that I sent to you following our phone conversation, any changes to the business plan and scope of the business that was approved as part of the CUP will need to be reviewed with the Planning Commission and/or City Council. Any changes involving structural alterations, enlargement, intensification of use, or similar change not specifically permitted by the CUP shall require an amended CUP and all procedures apply as if a new permit were being issued.

Per my inquiry to the City's building inspector, Dan Murphy, the following inspections are needed for you to be able to obtain a certificate of occupancy for the main commercial building:

- 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 inspector.

You stopped by City Hall on January 4th to inquire about obtaining a building permit for the ancillary building that you placed on your property. At this time, a permit cannot be issued for this building as the building is being used to operate your business and was not included in the original scope of your business plan that was approved as part of the CUP. If you would like to expand your operations of the business to include another building, the CUP would likely need to be amended and that process followed. The immediate issue at hand is that the main commercial building for which the CUP was sought and approved has not yet obtained a certificate of occupancy. You obtained permission via a separate agreement to temporarily operate your business out of your secondary building with the condition that operations would cease prior to January 1, 2022 and that a certificate of occupancy would be obtained for the main commercial building prior to January 1, 2022. You have not obtained a certificate of occupancy for the main commercial building and are continuing to operate your business out of the secondary building (and ancillary building) even though the agreement has expired.

While you were at City Hall on January 4th, you were asked if you are drawing water and you said "yes". Per City records, you paid for your water and sewer connection fees but the plumbing permit for your project had not been paid and a meter installed. The City's public works director met with you on site and verified with a photograph that you have a line connected to the water line that you are using to draw water even though you are not paying a monthly water fee. Per Section 8.150 of City Code, taking water without authority is declared a misdemeanor. As of today, January 5th, the plumbing permit has now been paid and a meter installed.

My recommendation as staff is for you to immediately remove the ancillary building that you placed on your property and revisit the addition of an additional structure and amending your CUP

following the resolution of the current matter at hand involving obtaining a certificate of occupancy for the main commercial building and obtaining permission to continue operating temporarily out of your secondary building until the main building is ready for occupancy. The placement of the ancillary building is an aggravating factor to an already messy situation with your main building not yet being ready for a certificate of occupancy and the business being operated out of the secondary building. Rick DeMartini inquired about the possibility of placing two temporary structures on the property prior to the construction of the two current buildings and was told that was not allowed. Merely looking at the building on June 22nd was in no way shape or form granting approval for the building to be placed on the property and to argue otherwise is a stretch. The building appears to have been placed on the property following the approval of the temporary agreement in August 2021 when it was discussed that the secondary building would be allowed on a limited basis to begin business operations. There was no mention at that time of needing the ancillary building to begin operations and no mention of the ancillary building in the original plans submitted.

A complaint was received on December 10th related to alleged trespassing by you and/or your employees onto private property when walking/exercising the dogs. The police department notified you of the allegation and you were instructed to walk/exercise the dogs on your property. Per the CUP, an outdoor fenced in area is needed for the limited use of walking or training the dogs. A building permit is needed to construct a fence.

At the hearing on the 19th, please be prepared to: (1) provide a status update for each of the outstanding inspections and anticipated date of completion; (2) provide a timeline for completion of the main building and timeframe needed for an extension to continue operating out of the secondary building; (3) provide approximate gallons of water used prior to meter being installed and details about who made the temporary connection to the water line without a meter being installed; (4) discuss plans for installing fencing for outdoor exercise area for dogs; (5) address trespassing allegations and provide assurance that this is no longer an issue by speaking to your employees and reminding them that they must stay on your property and are not allowed to trespass onto adjacent private property; and (6) provide acknowledgment that there is no outdoor storage of materials – the business must be enclosed with the exception of the fenced in outdoor exercise area for the dogs.

I am more than happy to sit down and review this letter and expectations in detail with you prior to the hearing on the 19th. Please let me know at your earliest convenience if you would like to schedule a meeting. We want your business to be successful, but we also must ensure compliance with the CUP and code regulations and agreed upon deadlines.

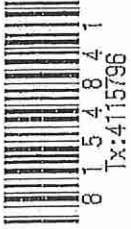
Enclosed for reference purposes is a copy of your CUP and business plan, copy of the temporary agreement, and relevant excerpts from City Code.

You can reach me at 507-257-3218 or via email at jbromeland@eaglelakemn.com.

Sincerely,


Jennifer J. Bromeland
City Administrator

cc: Mayor and City Council
City Attorney



City of
Eagle Lake
4pgs
due

589CR267
CERTIFIED, FILED AND/OR RECORDED ON
04/19/2021 12:53 PM
BLUE EARTH COUNTY, MN
MICHAEL STALBERGER COUNTY RECORDER
PROPERTY AND ENVIRONMENTAL
RESOURCES DIRECTOR
REC FEE: 46.00 EXEMPT: N
MRT PD: EXEMPT: N/A
SPLIT-CURRENT TX PD: N/A
PAGES: 4

STATE OF MINNESOTA

) Authenticating Certification

COUNTY OF BLUE EARTH

I, the undersigned, being duly qualified on behalf of the City of Eagle Lake, certify that the attached Conditional Use Permit, is a true copy of the original, of which is on file at the City of Eagle Lake.

This document was drafted by Jennifer J. Bromeland, City Administrator for the City of Eagle Lake.

Dated this 14th day of April 2021.

Jennifer J. Bromeland
City Administrator
City of Eagle Lake

SEAL
AFFIXED

City of Eagle Lake
Resolution No. 2021-15
Conditional Use Permit

A Resolution Approving a Conditional Use Permit (CUP) Application for 107 598th Avenue (R12.09.12.476.005) for the placement of a commercial facility in a "B-1 Community Business District" that will be used for indoor dog kennels, dog breeding and daycare, dog grooming services, show room with dog products, outdoor exercise area for dogs, and veterinarian services with temporary sleeping quarters.

The property for which the CUP is sought is legally described as follows: Lot 2, Block 1, Eagle Lake Commercial Center, according to the plat there of on file and of record with the Blue Earth County Recorder, which lies southerly of the following described line: Commencing at the southwest corner of said Lot 2; thence North 00 degrees 24 minutes 56 seconds West, (Minnesota County Coordinate System – Blue Earth County Zone – HARN NAD83-1996), along the west line of said Lot 2, a distance of 156.60 feet to the point of beginning; thence South 75 degrees 37 minutes 37 seconds East, a distance of 158.87 feet to a point on the easterly line of said Lot 2 and there terminating. Containing 19,249 square feet. An easement of 20.00 feet in width lying over, under and across that part of Lot 2, Block 1, Eagle Lake Commercial Center, according to the plat there of on file and of record with the Blue Earth County Recorder, the center line of which is described as: Commencing at the southwest corner of said Lot 2; thence North 00 degrees 24 minutes 56 seconds West, (Minnesota County Coordinate System – Blue Earth County Zone – HARN NAD83-1996), along the west line of said Lot 2, a distance of 156.60 feet to the point of beginning; thence South 75 degrees 37 minutes 37 seconds East, a distance of 123.44 feet to the point of beginning; thence North 14 degrees 39 minutes 43 seconds East, a distance of 164.29 feet to a point on the southernly line of the northerly 10.00 feet of said Lot 2; thence South 75 degrees 20 minutes 18 seconds East, along said southerly line, a distance of 36.07 feet to the point of intersection with the easterly line of said Lot 2 and there terminating (see parcel B on the attached surveyor's description).

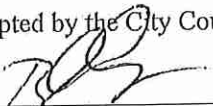
WHEREAS, the City of Eagle Lake held a public hearing at the March 15, 2021 Planning Commission meeting for a Conditional Use Permit (CUP) application from Angela DeMartini of 107 598th Avenue for a conditional use allowed in the B-1 Community Business District and classified as "other commercial uses determined by the City Council to be of the same general character as permitted and conditional uses listed above and found not to be detrimental to existing uses and to the general public, health, safety, and welfare"; and

NOW THEREFORE, BE IT RESOLVED, by the City Council on the City of Eagle Lake, Minnesota, that the CUP application from Angela DeMartini of 107 598th Avenue (R12.09.12.476.005) for a commercial facility for indoor dog kennels, dog breeding and daycare, dog grooming services, show room with dog products, outdoor exercise area for dogs, and veterinarian services with temporary sleeping quarters be approved with the following conditions:


1. Walls must be sound proof.
2. Weekly pickup of fecal waste from site.
3. Odor proof containers for fecal waste storage.

4. Rodent proof food containers.
5. Ventilation system installed.
6. Surprise inspections.
7. Sleeping quarters are not allowed to be used as a residence or for a period in excess of 7 consecutive days.
8. The entire business must be enclosed with the exception of limited use to walk or train the dogs in an outdoor fenced in area. Fence must be routinely inspected and properly maintained.

Adopted by the City Council of Eagle Lake, Minnesota, this 5th day of April 2021.



Tim Auringer
Mayor



Jennifer J. Bromeland
City Administrator

AGREEMENT

NOW COMES FORTH, City of Eagle Lake, hereinafter referred to as "City" and Angela ~~and~~ DeMartini the owners and operators of Bella's House of Doodles, LLC, hereinafter referred to collectively as "Bella's House of Doodles" who make the following agreement.

WHEREAS, Bella's House of Doodles received a conditional use permit for property located at 107 598th Avenue, Eagle Lake to operate a business that breeds and raises Doodles, to train dogs, provide grooming and ^{washing} a doggie day-care facility; and

WHEREAS, the main building on the property has not been constructed but will be completely constructed and receive a certificate of occupancy prior to January 1, 2022, and

WHEREAS, the property is also to contain a secondary building that will be used for storage and would only be used in connection with the main structure; and

WHEREAS, the secondary building will be completed prior to the main structure; and

WHEREAS, Bella's House of Doodles has already paid for the construction of the buildings; and

WHEREAS, the City agrees to allow the secondary building on a limited basis in order to allow the business to begin operation;

NOW, THEREFORE, the parties agree as follows:

1. That Bella's House of Doodles will be allowed to use the secondary building to temporarily "house" dogs and to operate their business;

2. That the use of the secondary building for that purpose shall end on or before January 1, 2022;

3. That the construction of the main building shall be completed and a certificate of occupancy obtained for the main building prior to January 1, 2022;

4. That Bella's House of Doodles shall provide to the City evidence showing that the buildings have been paid for and the time table for construction;

5. That Bella's House of Doodles shall maintain the dogs in a manner that is humane;


THE PARTIES FURTHER AGREE THAT IF THE MAIN BUILDING IS NOT CONSTRUCTED AND READY FOR OCCUPANCY ON OR BEFORE JANUARY 1, 2022 that:

1. The conditional use permit for the property will be revoked;
2. That any operation of the business that requires a conditional use permit will immediately cease;
3. That Bella's House of Doodles, Angela DeMartini ~~and Angela DeMartini~~ will be ~~jointly and~~ severally liable for any costs incurred by the city in enforcing this agreement, including but not limited to time expended by city staff and legal fees and costs.


4. Consideration for this Agreement is the mutual promises of the parties.

Dated: August 12, 2021

CITY OF EAGLE LAKE

BY: 
Its: MAYOR

BY: 
Its: CITY ADMINISTRATOR


Angela DeMartini


Rick DeMartini / Financial Backer.

Bella's House of Doodles
By: _____
It's: _____

JK ROUTH CONTRACTING LLC

1835 Creekview LN NE
Owatonna, MN 55060

Jesse Routh

507-383-7892

jrouthbod@yahoo.com

INVOICE #8012021

August 1, 2021

Rick & Angela Demartini
Good Thunder, MN

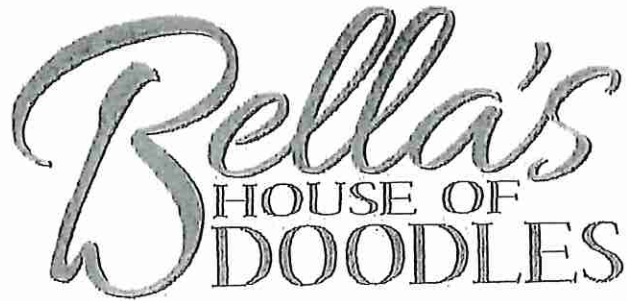
Down Payment on 40' x 60' x 9' Office Bldg	\$18,000-	Paid 5/5/2021
Down Payment on 40' x 60' x 16' Storage	\$18,000-	Paid 5/5/2021
Balance of Material Payment 40' x 60' x 9'	\$50,000-	Paid 7/26/2021
Balance of Material Payment 40' x 60' x 16'	\$50,000-	Paid 7/26/2021

Progress Payments due later

Any questions please call,

Jesse Routh
JK Routh Contracting LLC





BUSINESS PLAN

Bella House Of Doodles, LLC;
107 598th Ave, Eagle Lake, Minnesota 56024
January 15, 2021
507-822-3393
website: bellashouseofdoodles.com

Executive Summary

The Business

Our family, lost our beloved labradoodle in the winter of 2015. It was heart breaking and emotionally devastating as she was part of our family. She served as a emotional support dog and brought comfort and healing to our family members.

In loving memory of Bella, I wanted to give back to people in need. Those hurting and suffering from arry of circumstances along ponding the all great family dog.

To honor our Bella, Bella's House of Doodles evolved and has grown by word of mouth.

On January 15, 2021 our family business was turned into an Limited Liability Company, [LLC.]

The Management

Management structure of the day to day operations will be run by Angela DeMartini..

The Goals and Objectives

At Bella's House of Doodles, we raise the finest designer Doodles. We pride ourselves on raising non-shedding, non-allergenic family loving companions.

Many of our Fur babies have gone off to be service and therapy dogs.

We do intensive puppy training using puppy culture and early neurological stimulation protocols, to get our puppies off to the best start in life.

The Product

With our new facility, we will be able to offer;

1. The finest designer Doodles;
2. Puppy training classes using our proven Baxler & Bella courses;
3. Grooming services of all ages to our current and future costumers;
4. Doggie daycare with boarding facilities;
5. Show room filled with our Outstanding line of Puppy/Dog bathing Products, health & wellness line, Dog Food, Online Training Programs, Dog clothes and Dog apparel shirts and hats;
6. On staff Veterinarian or Veterinary Technician to provide Trans Cervical insemination, Progesterone testing, ultrasound procedures, Miro Chip and registration, Neo Par, Bordetella , and Solo Jec 5 vaccines.

The Target Market

At the present time we have animals in a 7 state area, Our mission is to have our designer puppies in every state. We curranty have a puppy flight nanny that fly's around the country delivering our puppies to customers who will met the flight nanny at the destination airport. Our puppies fly's in cabin with the nanny.

Ownership Background

Angela J DeMartini (owner):

90

6 years of a Doodle expert/trainer/breeder.
15 years of customer relations.

Company Management Structure

Management structure of the day to day operations of the business will be by Angela DeMartini and would be involved in all aspects of the business: The Creation of designer doodles, doggie day care, grooming and veterinarian services.

The business will have a full -time Veterinary or Veterinary Technician, a Grooming Technician, Administration Assistant, Operations Manager, and Dog Specialists.

Organizational Timeline

At the Moment we are Renting a facility in Eagle lake, MN., and using our guardianship program for our dogs. In the Spring of 2021 we will start construction of a new kennel [40' X 60'] commercial building that will give us enough room for . 8 dogs. We also will be building a [40' X 60'] Pole Barn Shed for our warehouse. We will construct fencing in areas for our dogs to run/play. Construction of the facility should be completed by Nov of 2021 or soon, weather dependent of course....

Company Assets

Bella' House of Doodles substantial assets are at 25 breeding animals, our 30 x 50 Barn, Backup generator, l.p. 4500 pressure washer, kennel fencing, 2017 Nissan Amada, computers, electronics, animal doors, animal kennels, feeders, waters, tools, training programs, products, tool cat with attachments, cam am defender and veterinary equipment.

Location Analysis

Bella's House of Doodles advantage is our location in southern Minnesota, and hour and a half from the twin cities and Minneapolis/St. Paul Airport.

Our furry friends are born and raised in a loving atmosphere, with room to run and develop there unique skills...

Established Customers

Over the years Angela has established customers by word of mouth throughout the united states.

Bella's House of Doodles customers have return to purchase again after there first initial purchase..

Advertising

Signs on our facility, face book, web site, twitter, and animal sites.

Operations

91

Staffing

The business will have a full -time Veterinary or Veterinary Technician, a Grooming Technician, Administration Assistant, Operations Manager, and Dog Specialists.

Facilities

The Business plans to construct a 40' x 60' commercial building and a 40' x 60' pole barn, located at 107 598th Ave, Eagle Lake, MN 56024. The commercial building would hold the office that the President would operate the business from.

It would have 8 indoor kennels and 8 outside kennel runs which would be used by the mama dogs and there puppies. In addition, there will be 8 indoor kennels for use by the daycare potion of the business. The breeding and daycare care portions of the business will be housed in separate areas of the facility. The daycare portion would also have a fenced outside area with artificial turf to allow the dogs to play outside. The indoor space will be heated and air conditioned.

The facility would have a room dedicated to its grooming services, show room with products, and another room dedicated to veterinarian services for dogs.

The 40' x 60' pole barn will be warehouse for products and equipment.

It is anticipated the construction of these buildings could be completed within 6 months based on approval of construction permits by the City of Eagle Lake.

Licensing and Permitting

Currently the business is working with the State of Minnesota to obtain a license to be a commercial breeder. The Business has applied and received a license from the City of Eagle Lake to operate at 105 598th Ave, Eagle Lake, MN 56024.

Established Market

Bella's House of Doodles uses several social media's sites to promote and advertise our puppies on face book and Instagram. Many of our puppies have their own Instagram accounts and followers.... We here at Bella's House of Doodles have a closed face book page for families that have gotten puppies from us in the past. Its a great way to stay in touch, set play dates and keep up with litter mates. We have an extremely large follower base that has grown over the years, with MANY referrals and repeat customers. Many of our families have more than one doodle from us.

Competitors Analysis

What sets Bella's House of Doodles different from our competitors is **WE** here have a kennel free approach to this industry. Its important to us here to provide a loving caring puppy to our customers, and that our customers knowingly are getting a puppy that is in the most humanly way possible. Our difference is, we started with a few hand selected, health tested [via Paw print forensics and/or Embark], great disposition, and lineage to start our breeding program. With much consideration and love for our dogs, we have come up with a guardianship home program, that allows us to carry on our lines without having many dogs in kennels, or retiring and rehoming a older mamma dog.

On occasion we will keep back a puppy or two to carry on the parents lines. We will offer one of these puppies up to a family to raise as their own.[we provide all veterinarian needs along with grooming while under contract with us].

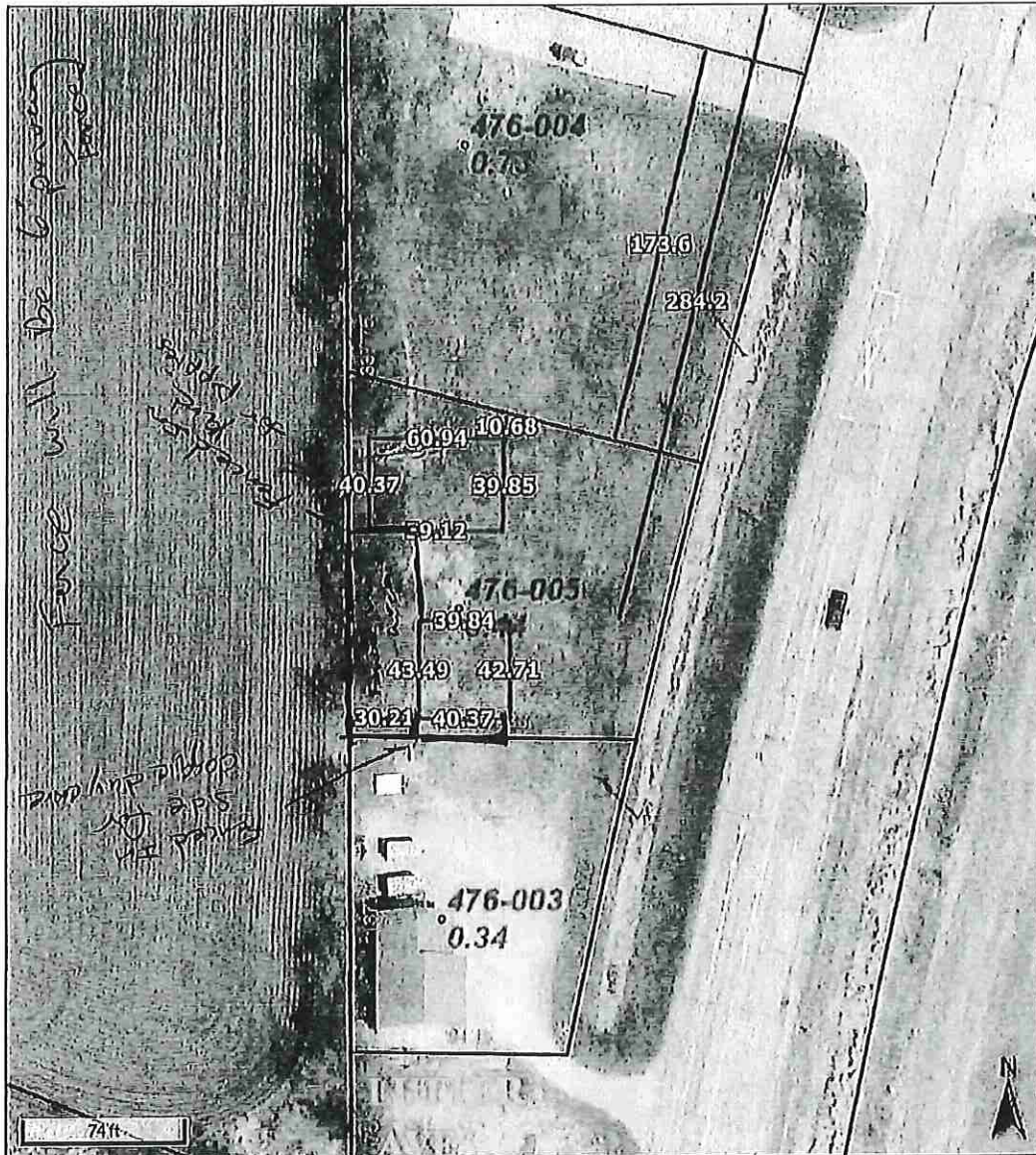
We retain the breeding rights under a contract. As per to our contract, families would get their puppy for no cost at 8 weeks or as soon as one becomes available.

When the female dog goes through their first heat cycle, around 1 year, we will breed them on their second cycle, around 1 1/2 years of age.

We would make arrangements for the family to drop off the female dog, we would do either a natural breeding or Trans Cervical Insemination. After a few hours, the female dog can be picked up and go home... 35 days later the female dog would return for an hour so we can do a ultrasound and check on pregnancy. Once again the female dog would go back home and return one week prior to having puppies. We will warp her litter and return the female dog at 7 weeks. The families, occasionally visit their mama dog and see the puppies.

The female dogs come into heat approximately every 6 months. In our contract we retain the right to breed 2 litters, but up too 4 litters. This would vary on special conditions such as a single pup or complication where we would lose a litter.

Once the contract is fulfilled, we pay for the spay or neuter and release any rights. Its been a win win, as the family is getting a high quality, health tested and outstanding temperament fur member, and we are not rehoming an older dog as well as we are able to carry on our lines.



Overview



Legend

- Parcel Point Urban
- Centroid
- Non Centroid
- Parcel Links
- ⊗ Monument

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evidence or change of circumstances warrant it.

Subd. 7. Fees. An applicant for a zoning amendment shall pay a non-refundable filing fee in connection with the submittal of the application in accordance with a fee schedule as established, from time to time, by the City Council.

SECTION 6.070 CONDITIONAL USE PERMITS

Subd. 1. Authority. The City Council, in accordance with the procedures and standards set out in this Section, may grant conditional use permits authorizing the development of uses listed as conditional uses in the regulations applicable to the zoning district in which the specific property is located. The City Council also reserves the right to review, modify, or terminate the approval of any conditional use permit.

Subd. 2. Purpose. The principal objective of this Ordinance is to provide for an orderly arrangement of compatible building and land uses, and for the proper locations of all types of uses required by the City. To accomplish this objective, each type and kind of use is classified as permitted in one (1) or more of the various zoning districts established by this Ordinance. However, in addition to those uses specifically classified and permitted in each district, there are certain additional uses which may be allowed because of their unusual characteristics or the service they provide to the public.

These conditional uses require particular considerations as to their proper location in relation to adjacent established or intended use and the planned development of the community; therefore, each application will be reviewed on a case-by-case basis and will be subject to a public hearing process.

Subd. 3. Procedure. The following procedures shall govern application for Conditional Uses Permits:

1. An application for a Conditional Use Permit shall be filed with the Zoning Administrator on a form provided by the City and shall contain at least the following information: The applicant's name, address, and proof of interest in the property.
2. The owner's name and address, if different than the applicant, and the owner's signed consent to the filing of the application.
3. The street address and legal description of the property proposed for the Conditional Use Permit.
4. The zoning classification and present use of the subject property.
5. A general description of the proposed conditional use.
6. A statement indicating whether the applicant will require a variance in

connection with the proposed conditional use.

7. Such other information or documentation as the Zoning Administrator may deem to be necessary or appropriate for a full and proper consideration and disposition of the application.

To defray administrative costs of processing of requests for conditional use permits, a fee as set by the City Council on the City Fee Schedule to include postage for each public hearing notice sent out shall be paid by the petitioner.

Subd. 4. Action of Zoning Administrator. Upon receipt of a properly completed application for a conditional use, the Zoning Administrator shall forthwith transmit to the Planning Commission the application together with all other documents made part thereof.

Subd. 5. Public Hearing. Upon receipt of a properly completed application for a conditional use permit, the Planning Commission shall set a date for a public hearing.

Subd. 6. Public Hearing Notice. The Planning Commission shall hold a public hearing on the conditional use permit application within sixty (60) days after receiving the application by the Zoning Administrator. Notice of said public hearing shall be given in the City's official newspaper a minimum of ten (10) days prior to the hearing date and a maximum of thirty (30) days to the hearing. The Planning Commission may require notice be given to property owners of an area greater than three hundred fifty (350) feet.

Notice shall be given by first class mail to all owners of property within three hundred fifty (350) feet from the proposed location of the conditional use. The notice shall describe the particular conditional use and shall contain a brief description thereof. County records and street addresses shall be deemed sufficient for the location or certification of ownership for notification purposes.

Subd. 7. Action of the Planning Commission. Upon conclusion of the public hearing, the Planning Commission shall transmit its recommendation to the City Council. The Planning Commission shall either recommend the granting of the Conditional Use Permit, granting the Conditional Use Permit subject to conditions, or denying the Conditional Use Permit.

The failure of the Planning Commission to act within sixty (60) days of receipt of the application shall be deemed a recommendation for the approval of the Conditional Use Permit, unless the Planning Commission tabled the request. When a request is tabled by the Planning Commission, said request shall not be forwarded to the City Council until a recommendation to approve, approve with conditions, or deny has been adopted.

Subd. 8. Standards. The Planning Commission shall only recommend the granting of the Conditional Use Permit, granting the Conditional Use Permit subject to conditions, or denying the Conditional Use Permit based on written findings of fact with regard to

each of the standards set forth below and, where applicable, any special standards for specific uses set forth in the provisions of a specific zoning district.

- A. It is one of the conditional uses listed in the particular zoning district.
- B. It is in keeping with the comprehensive planning policies of the City and this Ordinance as amended from time to time.
- C. It does not interfere with or diminish the use of property in the immediate vicinity.
- D. It can be adequately served by public facilities and services.
- E. It does not cause undue traffic congestion.
- F. It preserves significant historical and architectural resources.
- G. It preserves significant natural and environmental features.
- H. It will not cause a negative cumulative effect, when considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood, and the effect of the proposed type of conditional use upon the City as a whole.
- I. It complies with all other applicable regulations of the zoning district in which it is located and other applicable ordinances, except to the extent such regulations have been modified through the planned development process or the granting of a variance.
- J. It will not jeopardize the public's health, safety, or general welfare.

Subd. 9. Action of City Council. After receipt of the Planning Commission's recommendation or its failure to act within sixty (60) days, the City Council shall either deny the Conditional Use Permit, or grant the Conditional Use Permit with or without conditions.

- A. The City Council must take action on the application within sixty (60) days after receiving the report of the Planning Commission. If it grants the conditional use permit, the City Council may impose conditions (including time limits) it considers necessary to protect the public health, safety and welfare and such conditions among other things, may include a time limit for the use to exist or operate.
- B. An amended conditional use permit application shall be administered in a manner similar to that required for a new conditional use permit, requests for changes in conditions, and as otherwise described in this Ordinance.
- C. If a time limit or periodic review is included as a condition by which a Conditional

Use Permit is granted, the Conditional Use Permit may be reviewed at a public hearing with notice of said hearing published at least ten (10) days prior to the review. It shall be the responsibility of the Zoning Administrator to schedule such public hearings and the owner of land having a conditional use permit shall not be required to pay a fee for said review. A public hearing for annual review of a conditional use permit may be granted at the discretion of the City Council.

- D. In the event that the applicant violates any of the conditions set forth in the Conditional Use Permit, the City Council shall have the authority to revoke the Conditional Use Permit.

Subd. 10. Additional Conditions. In permitting a new conditional use or the alteration of an existing conditional use, the City Council may impose additional conditions which the Council considers necessary to protect the best interest of the surrounding area or the community as a whole. These conditions may include, but are not limited to the following:

- A. Increasing the required lot size or yard dimension.
- B. Limiting the height, size or location of buildings.
- C. Controlling the location and number of vehicle access points.
- D. Increasing the street width.
- E. Increasing the number of required off-street parking spaces.
- F. Limiting the number, size, location or lighting of signs.
- G. Requiring diking, fencing, screening, landscaping or other facilities to protect adjacent or nearby property.
- H. Designating sites for open space.

Subd. 11. Effect of Approval. The approval of a proposed conditional use by the City Council shall not authorize the development, construction, reconstruction, alteration or moving of any building or structure, but shall merely authorize the preparation, filing and processing of an application for a building permit.

Subd. 12. Limitations of Conditional Uses. Subject to an extension of time granted by the City Council, no conditional use permit shall be valid for a period longer than twelve (12) consecutive months, unless a Building Permit is issued and the conditional use commenced within that period of time.

- A. Except when otherwise provided in the resolution approving the conditional use, a conditional use shall be deemed to relate to, and be for the benefit of, the use and lot

in question, rather than the owner or operator of such lot.

Subd. 13. Other Requirements. Any change involving structural alterations, enlargement, intensification of use, or similar change not specifically permitted by the Conditional Use Permit issued, shall require an amended Conditional Use Permit and all procedures apply as if a new permit were being issued. The Zoning Administrator shall maintain a record of all Conditional Use Permits issued including information on the use, location, and conditions imposed by the City Council. Also, time limits, review dates, and such other information as may be appropriate.

A. No application for a conditional use permit shall be resubmitted for consideration by the Planning Commission for a period of one-year following a denial of such request, except the Planning Commission may permit a new application, if in the opinion of the Planning Commission, new evidence or change of circumstances warrant it.

Subd. 14. Fees. An applicant for a conditional use permit shall pay a non-refundable filing fee in connection with the submittal of the application in accordance with a fee schedule as established, from time to time, by the City Council.

SECTION 6.080 VARIANCES

Subd. 1. Authority. In accordance with the procedures and standards set forth in this Section, the City Council shall have the authority to grant variances from the provisions of this Ordinance in instances where their strict enforcement would cause a practical difficulty because of circumstances unique to the individual property.

Subd. 2. Purpose. The variance procedure is intended to provide a narrowly circumscribed means by which relief may be granted from unforeseen particular applications of this Ordinance that create practical difficulties to a particular property.

Subd. 3. Parties Entitled to Seek Variances. Applications for variances may be filed by the owner of, or any person having contractual interest in, the property.

Subd. 4. Procedure. An application for a Variance shall be filed with the Zoning Administrator on a form provided by the City and shall contain at least the following information: To defray administrative costs of processing of requests for variances, a fee as set by the City Council from time to time, to include postage for each public hearing notice sent out, shall be paid by the petitioner.

- A. The applicant's name, address, and proof of interest in the property.
- B. The owner's name and address, if different than the applicant, and owners signed consent to the filing of the application.
- C. The street address and legal description of the property.



January 26, 2022

SENT VIA EMAIL AND USPS

Angela DeMartini, Owner
Bella's House of Doodles, LLC
57370 174th Lane
Good Thunder, MN 56037

RE: Recap of January 19th Meeting

Dear Angela,

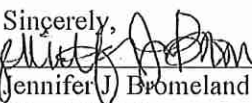
The purpose of this letter is to memorialize the expectations that were verbally agreed upon at the meeting on January 19th in which you and Rick attended. It was agreed that you will submit an updated business plan by February 20th so that City staff has time to review it and then the City Council can review the updated business plan at its March 7th City Council meeting. It is anticipated that a public hearing could be scheduled for the May 2nd City Council meeting, so long as all required documents have been submitted and fees paid.

Please include in your updated business plan specific information about the number of employees that will be working at any given time as it relates to parking spaces needed for employees, customers, etc. Also, please include the total number of dogs that will be on the premises at any one time. The use of each building should be clearly defined in your business plan. If there are any future proposed structural modifications to the interior of any of the buildings, this information should also be reflected in your updated business plan.

Since the meeting on January 19th, you have submitted building and zoning permit applications for your parking lot, fencing, fenced in dog run area, and ancillary building. City staff will review the applications for compliance with code and follow-up with requests for additional information as needed.

City staff will calculate an invoice for water used for mid-November until your meter was installed based on your usage for January. An invoice will be mailed sometime in February, separate from your normal utility bill that you will receive each month.

Thank you for the additional information that you have submitted since the meeting, and we look forward to working with you to help ensure compliance of your conditional use permit and other building and zoning regulations.

Sincerely,

Jennifer J. Bromeland
City Administrator

cc: Mayor and City Council
City Attorney

100



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

March 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Utility Easement Agreement for MetroNet Fiber Cabinet Location

Attached is a Communications Systems Right of Way and Easement Agreement from MetroNet. This is needed by MetroNet for them to install a fiber cabinet near the water tower. Steve Mohr with MetroNet will be in attendance at the meeting to present this request and answer any questions that you might have.

For purposes of providing background, discussion took place at the August 2, 2021 City Council meeting about MetroNet needing a location to install a fiber cabinet. See attached for an excerpt from that meeting.

The draft easement documents were sent to legal counsel for review. Legal counsel noted concern with the following: 1) The easement is freely assignable meaning that MetroNet and other future parties would be able to transfer their interest without notifying the City; 2) The right of way is perpetual; 3) There is no language that would allow the City to terminate the easement; and 4) Ensuring the ballard posts are located within the easement and not outside of it. Legal counsel's concerns were forwarded to MetroNet. A response was received from MetroNet that they are working with their legal counsel to address concerns #1-3. Concern #4 appears to be addressed as MetroNet sent over additional drawings showing the ballard posts within the easement area.

Discussion should ensue. If the City Council wishes to grant a utility easement, then a motion to that effect should be made.

Jennifer J. Bromeland
City Administrator

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COMMUNICATIONS SYSTEMS RIGHT-OF-WAY AND EASEMENT

Grant of Easement by: City of Eagle Lake, Minnesota whose address is 705 Parkway Avenue, Eagle Lake, Minnesota 56024 and ("Grantor") to: Metro Fibernet, LLC, whose address is 8837 Bond Avenue, Overland Park, Kansas 66214.

For the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor grants to Metro Fibernet, LLC, a Nevada limited liability company, its successors, assigns, lessees and agents ("Grantee"), subject to the terms stated below, a freely assignable, perpetual right-of-way and easement ("Easement") to construct, operate, maintain, expand, replace and remove a communication systems that Grantee may, from time to time, require, consisting of but not limited to a cabinet, underground cables, wires, conduits, manholes, handholes, drains, splicing boxes, surface location markers, utilities, and other facilities or strictures for similar uses, upon, over, through, under, and along a parcel of land as described and depicted on the Utility Easement Exhibit ("Easement Tract"), which is located on a portion of the real property owned by Grantor, commonly known as 97 North 3rd Street, Eagle Lake, MN. This grant of Easement also includes: (i) the right of ingress and egress over and across any real property owned or controlled by Grantor adjacent to the Easement Tract for the purpose of exercising the rights granted herein; (ii) the right to clear and keep cleared all trees, roots, brush and other obstructions from the surface and sub-surface of the Easement Tract during construction and maintenance and to use adjacent areas as necessary, and the right to connect to the electrical power source located on or near the property.

Grantor will have the right to use and enjoy the Easement Tract so long as Grantor's use does not interfere with the rights conveyed to Grantee. Grantor will not erect any structure, or plant trees or other vegetation within the Easement Tract. Grantor warrants that Grantor is the owner of the land on which the Easement Tract is located and will defend title to the land and Easement Tract against the claims of any and all persons, and that Grantor has full authority to grant this Easement according to its terms.

The grant of this right of way and easement shall run with the land and be binding on and inure to the benefit of the parties, their heirs, successors and assigns.

Executed by Grantor this ____ day of _____, 2022.

Grantor:

City of Eagle Lake, MN

Name: Tim Auringer

Title: Mayor

Signature: _____

ACKNOWLEDGEMENT

STATE OF Minnesota)
)
COUNTY OF Blue Earth)

On this ___ day of _____, 2022, personally appeared Tim Auringer, known to me to be the identical person who executed this foregoing instrument as an authorized representative on behalf of City of Eagle Lake, MN and acknowledged to me that he/she executed the same voluntarily for the uses and purposes therein set forth.

Notary Public

Executed by Grantor this ___ day of _____, 2022.

Grantor:

City of Eagle Lake, MN
Name: Jennifer Bromeland
Title: City Administrator

Signature: _____

STATE OF Minnesota)
)
COUNTY OF Blue Earth)

On this ___ day of _____, 2022, personally appeared Jennifer Bromeland, known to me to be the identical person who executed this foregoing instrument as an authorized representative on behalf of City of Eagle Lake, MN and acknowledged to me that he/she executed the same voluntarily for the uses and purposes therein set forth.

Notary Public

I affirm under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law. Anita Larson

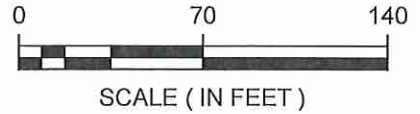
PREPARED BY AND WHEN RECORDED RETURN TO:
Constance Shidler
Metro Fibernet, LLC
8837 Bond Street
Overland Park, KS 66214

Utility Easement Description

A thirty (30) foot by twelve (12) foot strip of land running north and south along the west property line located on the Lot 20, Addition B to Lake Eagle Townsite commencing at the northwest corner of Lot 20, said Addition B to Lake Eagle townsite; thence on an assumed bearing of South 07 degrees 48 minutes 23 seconds East along the west line of said Lot 20 a distance of 8.40 feet to the point of beginning; thence continue South 07 degrees 48 minutes 23 seconds East along said west line a distance of 30.00 feet; thence north 82 degrees 11 minutes 37 seconds East 12.00 feet; thence North 07 degrees 48 minutes 23 seconds West 30.00 feet; thence South 82 degrees 11 minutes 37 seconds West 12.00 feet to the point of beginning of Eagle Lake, MN, Blue Earth County MN for utility purpose.

UTILITY EASEMENT EXHIBIT

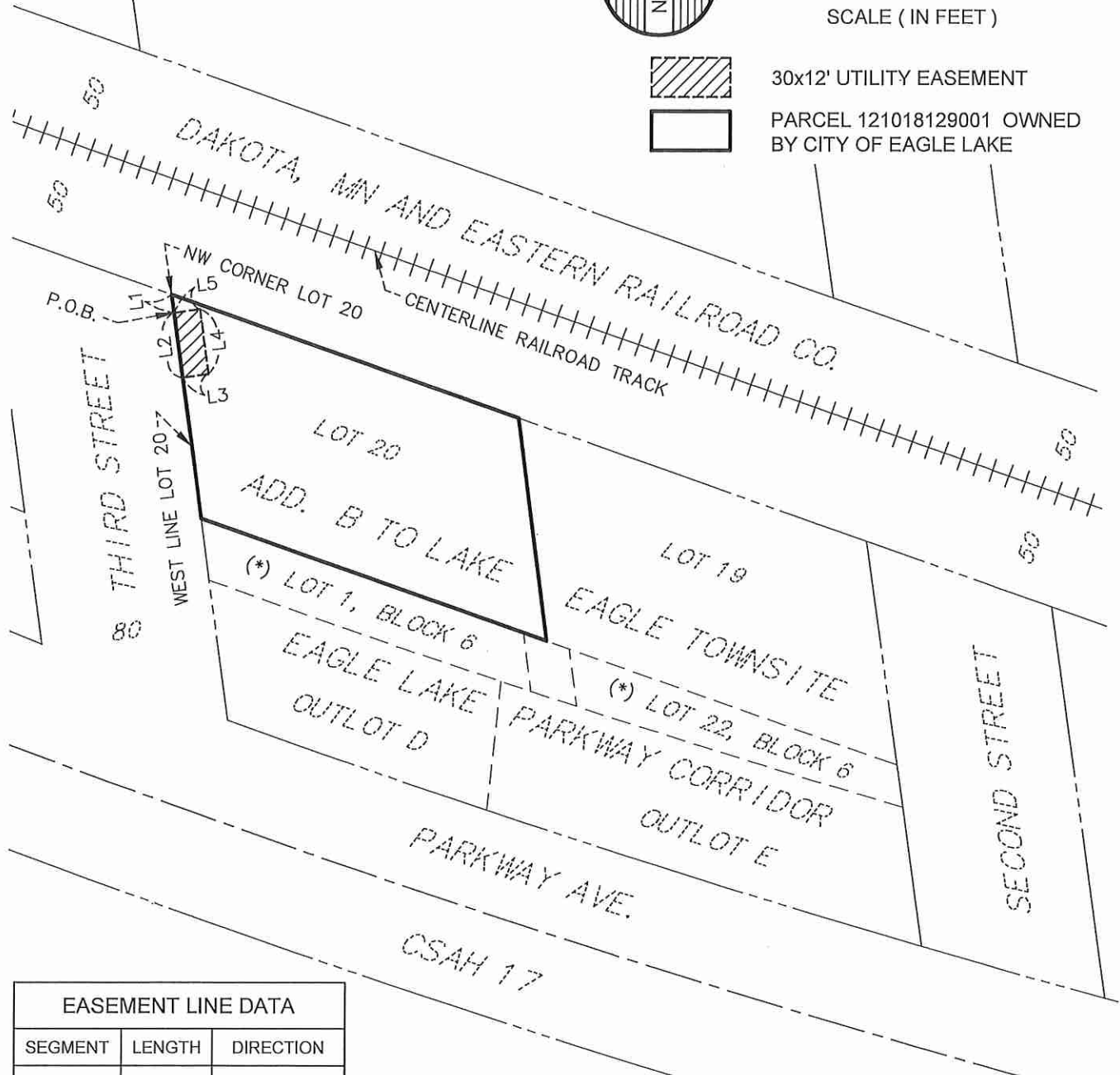
PART OF LOT LOT 20, ADDITION B TO LAKE EAGLE CITY OF EAGLE LAKE, BLUE EARTH COUNTY, MINNESOTA



30x12' UTILITY EASEMENT



PARCEL 121018129001 OWNED BY CITY OF EAGLE LAKE



EASEMENT LINE DATA		
SEGMENT	LENGTH	DIRECTION
L1	8.40	S7° 48' 23"E
L2	30.00	S7° 48' 23"E
L3	12.00	N82° 11' 37"E
L4	30.00	N7° 48' 23"W
L5	12.00	S82° 11' 37"W

(*) = PLAT OF EAGLE LAKE

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WIDSETH

ARCHITECTS ■ ENGINEERS ■ SCIENTISTS ■ SURVEYORS

PROJ. 2021-11567

105

2. Steve Mohr, Project Director with MetroNet: Location for Fiber Cabinet

- Mr. Steve Mohr with MetroNet explained there was a need to change fiber plans due to the fact that they are no longer going into Mankato. Because of this they will need to install a cabinet. He met with Administrator Bromeland and Public Works Director Goettl and identified a location close to the water tower. They are looking for a utility easement to build a 30 x 12 foot cabinet to hold network equipment.
 - Discussion included that MetroNet could draft an agreement for the City's legal counsel to review. The ballard posts would be 12 inches from the sidewalk and MetroNet does not anticipate needing to expand the cabinet. Council desire is for the agreement to include language that MetroNet would remove the cabinet in the future if no longer needed. The agreement would be filed with Blue Earth County.
 - Council directed MetroNet and staff to move forward with in writing the agreement.
3. John Jensen, VP of Economic Development with MetroNet: Franchise Agreement
- Mr. Jensen was unable to attend the Council meeting.
 - Mayor Auringer asked if the franchise agreement was standard language based on the agreements with Consolidated Communications and Spectrum, which it is with a 3 percent of gross revenues.
 - A public hearing would need to be scheduled for this ordinance change.
 - Council Member Rohrich moved, seconded by Council Member Whittington, to schedule a public hearing for Monday, September 13, 2021 at the City Council meeting. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Auringer voting in favor.
 - Mr. Mohr updated Council on the fiberoptic build out stating 25,000 feet of the 32,000 feet of underground work has been completed on the south side and that 5,000 feet of underground on the north side still need to be done. They are still waiting for pole permits for above ground work. It is anticipated that the underground work will be completed by the end of September. They will continue working as long as weather allows. Two of the drills have been pulled from this project temporarily.
4. Brian Sarff, Engineer with Bolton and Menk: CSAH 27 (Agency Street) Project Updated
- Mr. Sarff explained that the underground utilities from Linda Drive to Parkway have been completed and that the concrete curb and gutter will be poured tomorrow.
 - The asphalt from Linda Drive to Thomas Drive has been stripped and the connection of the temporary water line will take place tomorrow.
 - The railroad permit for the needed underground work has been fully executed.
 - It is anticipated the project will be substantially completed by the middle to end of October and there is no major concerns with the schedule.
 - It is anticipated that the east access to Thomas Drive will be closed sometime this week and will be closed for a two to three days.
 - People using the minimum maintenance road as a detour are doing so at their own risk.
 - The contractor will most likely lay Phase 1 and 2 bituminous at the same time.

NEW BUSINESS

1. Utility Easement Needed for Fiber Cabinet for MetroNet
- This item was handled under Presentations.
2. Franchise Agreement with MetroNet
- This item was handled under Presentations
3. All Seasons Arena Operating Service Agreement
- The City entered into an agreement with All Seasons Arena two years ago and the agreement is up for renewal for a three year period. Eagle Lake's share is 4.524% or \$1,809.57 per year, which is the same amount Eagle Lake paid in 2019 and 2020.
 - Council Member Steinberg moved, seconded by Council Member Rohrich, to approve the agreement with All Seasons Arena. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Auringer voting in favor.
4. Tax Forfeited Parcels
- There are two parcels forfeited to the State of Minnesota for nonpayment of property taxes. Each of the parcels listed is classified as non conservation lands located in the City of Eagle Lake. Per MN Statutes 282.01 Subdivision 1(g)(h)(i), they are requesting that the City approve the classification of each parcel and approve the sale by public auction or auction to adjacent owners. Alternatively, the City may request a sale or conveyance to itself. Since these parcels are classified as wetlands and are an important part of stormwater infrastructure. The City may wish to request conveyance of parcels R12.09.13.279.028 and R12.09.13.402.008 which are classified as outlots.
 - Council discussion included that it would be wise for the City to have control of these parcels.

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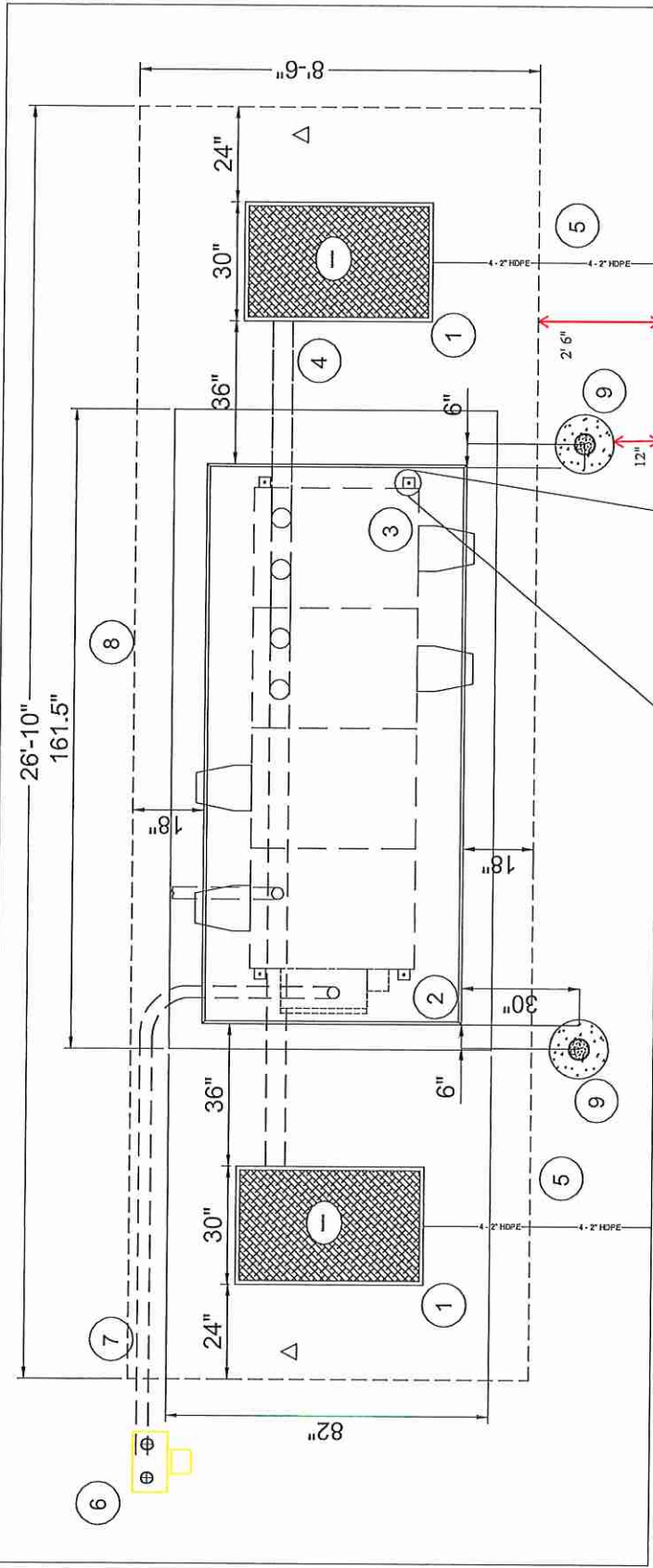
4-BAY NETWORK CABINET
EAGLE LAKE, MN

DESIGN ENG: LWW
DRAWN BY: ACB
REVIEWED BY: LWW

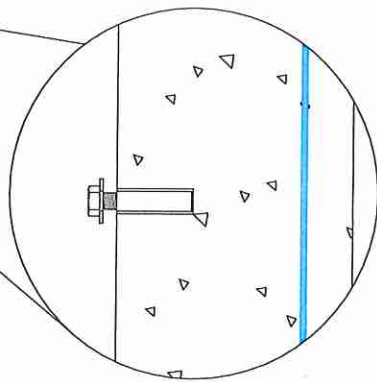
DATE	DESCRIPTION	REV
7/29/21	PERMITTING	A
8/11/21	PERMITTING	B
2/15/22	PERMITTING	C
2/17/22	PERMITTING	D

PERMITTING

SCALE:	NTS
SITE ADDRESS:	97 N 3RD ST
SITE NAME:	EAGLE LAKE CABINET
SHEET NAME:	CABINET DETAILS
SHEET NUMBER:	3



INSTALLATION NOTE:
DRILL AND INSTALL WEDGE ANCHORS DURING PLACEMENT OF THE CABINET ONTO THE PAD TO INSURE PLACEMENT ACCURACY.



CONCRETE FASTENING TYPICAL
1/2" STAINLESS STEEL DROP IN ANCHOR - 1/2" NUT & FLAT WASHER

NOTES:

- 30"W X 48"L X 30"D Handhole
- Cabinet Concrete Pad 161.5"L X 86"W
- Cabinet Footprint 121"L X 42"W
- 4" SCH 40 PVC Conduit
- 4 Ea. 2" HDPE Duct
- Meter Pedestal (ELECTRICAL)
- 2" SCH 40 PVC Elect. Conduit-JUL Listed
- Ground Field Extents
- 5" ID DIA x 7'L Steel Pipe Bollard, Concrete Filled. (As Required, Site Specific)



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

March 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Fire Department Expenditure Request for Air Packs

Attached is a departmental expenditure request from Fire Chief Vern Simpson. The Fire Department is requesting permission to utilize \$9,000 of capital outlay funds for the purpose of purchasing six (6) used self-contained breathing apparatus packs with bottles for Fire Truck # 4311.

The purchase of used air packs was not included with the capital outlay request submitted during the 2022 budget process. Per Fire Chief Simpson, since no bids were received on Fire Truck #4311, the Fire Department would like to keep the truck as a backup pumper/traffic control vehicle. To comply with NFPA requirements, there needs to be one air pack for every seat in the truck. Per an inquiry to the City's insurance agent, at this time, the cost to keep #4311 on the City's insurance is \$376 a year.

Attached is a copy of the Fire Department Capital Outlay Request Form that was submitted during the 2022 budget process. To date, \$21,700 of the \$59,370 allocated for capital outlay for 2022 expenditures has been expended. There is a balance of \$37,670 remaining.

A motion is necessary to approve or deny the above-described capital outlay expenditure request from the Fire Department.

Jennifer J. Bromeland
City Administrator

**City of Eagle Lake
Departmental Expenditure Request Form**

Project/Equipment Description: Purchase of 6 used MSA-G1 SCBA Packs with 12 – 30 minute at 4500# bottles.	
Department Name: Eagle Lake Fire	
Requested Amount of Funds: \$9,000	
Source of Funds: Capital Outlay Equipment	
Budgeted Amount: \$59,370	
Balance in Budget: \$59,370	
Capital Outlay Expenditure?	Yes
Replacement Equipment?	No
Were Multiple Bids Obtained?	No
Brief Project/Equipment Justification: Originally 4311 was going to be sold. Since it did not sell, we are keeping it as a backup pumper/traffic control vehicle. We would need to purchase these air packs to place on 4314 to meet NFPA requirements of one pack for every seat on the truck. Currently there are no air packs on 4314. We are requesting to use capital outlay funds due to the decision to postpone the purchase of the ATV. These packs, when new, are approximately \$4,500 each and \$1000 per bottle.	

Submitted By: Chief New L Simpson II

Date: 2-28-2022

Capital Item	2021 Balance	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed
EAGLE LAKE FIRE DEPARTMENT						
1999 Pierce Telesqurt #4312 (Replace Pumper every 25 years) Est. Cost in 2021 925,279.00 Replacement Cost + Inflation		38,553.29	39,709.89	40,901.19	42,128.22	43,392.07
Designate Gambling & Sale Outlay					231,248.50	
Balance	69,955.91	108,509.20	148,219.09	189,120.28	0.00	43,392.07
Replacement Cost + Inflation	925,279.00	953,037.37	981,628.49	1,011,077.35	1,041,409.67	1,072,651.96
2020 Custom Fire Pumper #4311 (Replace Pumper every 25 years) Est. Cost in 2020 560,000.00 Replace in 2045 Replacement Cost + Inflation		23,333.33	24,033.33	24,754.33	25,496.86	26,261.87
Designate Gambling & Sale Outlay					148,056.62	
Balance	50,438.66	73,771.99	97,805.33	122,559.66	0.00	26,261.88
Replacement Cost + Inflation	560,000.00	576,800.00	594,104.00	611,927.12	630,284.93	649,193.48
2013 Tanker #4322 (Replace Tanker every 25 years) Est. Cost in 2021 260,000.00 Replace in 2038 Replacement Cost + Inflation		10,833.33	11,158.33	11,493.08	11,837.88	12,193.01
Designate Gambling & Sale Outlay					144,245.99	
Balance	98,923.36	109,756.69	120,915.03	132,408.11	(0.00)	12,193.01
Replacement Cost + Inflation	260,000.00	267,800.00	275,834.00	284,109.02	292,632.29	301,411.26
2005 Rescue Truck #4301 (Replace Rescue every 25 years) Est. Cost in 2020 260,000.00 Replace in 2031 Replacement Cost + Inflation		10,833.33	11,158.33	11,493.08	11,837.88	12,193.01
Designate Gambling & Sale Outlay		9,000.00				
Balance	158,482.47	160,315.80	171,474.14	182,967.22	194,805.10	206,998.11
Replacement Cost + Inflation	260,000.00	267,800.00	275,834.00	284,109.02	292,632.29	301,411.26
2001 Grass Rig #4321 (Replace Grass Rig every 25 years) Est. Cost in 2020 90,000.00 Replace in 2026 Replacement Cost + Inflation		3,750.00	3,862.50	3,978.38	4,097.73	4,220.66
Designate Gambling & Sale Outlay		1,125.00				78,975.03
Balance	60,190.77	62,815.77	66,678.27	70,656.65	74,754.37	(0.00)
Replacement Cost + Inflation	90,000.00	92,700.00	95,481.00	98,345.43	101,295.79	104,334.67
2018 Turnout Gear (Replace Gear every 10 years) Est. Cost in 2018 75,000.00 Replace in 2028 Replacement Cost + Inflation		8,333.33	8,583.33	8,840.83	9,108.06	9,379.24
Designate Gambling & Sale Outlay						
Balance	15,000.00	23,333.33	31,916.67	40,757.50	49,863.56	59,242.80
Replacement Cost + Inflation	75,000.00	77,250.00	79,567.50	81,954.53	84,413.16	86,945.56
2020 Air Packs (Replace Air Packs every 10 years) Est. Cost in 2020 132,000.00 Replace in 2030 Replacement Cost + Inflation		14,666.67	15,106.67	15,559.87	16,028.66	16,507.46
Designate Gambling & Sale Outlay						
Balance	-	14,666.67	29,773.33	45,333.20	61,359.86	77,867.33
Replacement Cost + Inflation	132,000.00	135,960.00	140,038.00	144,239.96	148,567.16	153,024.18
Fire Hose Equipment (Jaws of Life) (Replace Equipment every 10 years) Est. Cost in 2010 25,000.00 Replace in 2020 Replacement Cost + Inflation		2,777.78	2,881.11	2,946.94	3,035.35	3,126.41
Designate Gambling & Sale Outlay		12,370.47				
Balance	9,592.69	(0.00)	2,861.11	5,808.05	8,843.41	11,969.82
Replacement Cost + Inflation	25,000.00	25,750.00	26,522.50	27,318.18	28,137.72	28,981.85
Oxygen Fill Station (Replace Fill Station every 20 years) Est. Cost in 2020 35,000.00 Replacement Anytime Replacement Cost + Inflation		1,842.11	1,897.37	1,954.29	2,012.92	2,073.31
Designate Gambling & Sale Outlay		21,700.63				
Balance	19,858.52	(0.00)	1,897.36	3,851.65	5,864.57	7,937.88
Replacement Cost + Inflation	35,000.00	36,050.00	37,131.50	38,245.45	39,392.81	40,574.59
ATV (Replace ATV every 25 years) Est. Cost in 2021 40,000.00 Replacement based on age Replacement Cost + Inflation		1,868.67	1,718.67	1,768.17	1,821.21	1,875.85
Designate Gambling & Sale Outlay		15,173.17				
Balance	13,506.50	(0.00)	1,716.66	3,484.83	5,306.04	7,181.89
Replacement Cost + Inflation	40,000.00	41,200.00	42,436.00	43,709.08	45,020.35	46,370.96
Small Equipment (Replace annually as needed) Est. Cost in 2022 5,000.00 Replace as needed Replacement Cost + Inflation		1,000.00	1,030.00	1,060.90	1,092.73	1,125.51
Designate Gambling & Sale Outlay						
Balance	4,000.00	5,000.00	6,030.00	7,090.90	8,183.63	9,309.14
Replacement Cost + Inflation	5,000.00	5,150.00	5,304.50	5,463.64	5,627.54	5,796.37
Ice Water Rescue Boat and Suits (Replace Gear every 10 years) Est. Cost in 2020 10,000.00 Replace in 2030 Replacement Cost + Inflation		1,111.11	1,144.44	1,178.78	1,214.14	1,250.57
Designate Gambling & Sale Outlay						
Balance	-	1,111.11	2,255.56	3,434.33	4,648.47	5,899.04
Replacement Cost + Inflation	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
2011 Radios (Replace Radio every 15 years) Est. Cost in 2020 80,000.00 Replace in 2025 Replacement Cost + Inflation		5,714.29	5,885.71	6,062.29	6,244.15	6,431.48
Designate Gambling & Sale Outlay						
Balance	54,092.00	59,806.29	65,692.00	71,754.29	77,998.44	84,429.92
Replacement Cost + Inflation	80,000.00	82,400.00	84,872.00	87,418.16	90,040.70	92,741.93
Thermal Imaging Camera (Replace camera every 10 years) Est. Cost in 2020 15,000.00 Replace in 2030 Replacement Cost + Inflation		1,666.67	3,383.33	5,151.50	6,972.71	8,848.56
Designate Gambling & Sale Outlay		19,450.00	15,913.50	16,390.91	16,882.63	17,389.11
Balance	-	1,666.67	3,383.33	5,151.50	6,972.71	8,848.56
Replacement Cost + Inflation	15,000.00	15,000.00	15,913.50	16,390.91	16,882.63	17,389.11
TOTAL Fire Dept.		126,081.90	129,864.36	133,760.29	137,773.10	141,906.29
Outlay	-	59,369.27	-	-	523,551.11	78,975.03
Balance	554,040.88	615,753.51	744,587.88	877,287.27	490,416.53	552,222.29
ELFD Pension 2,000.00	2,000.00	2,060.00	2,121.80	2,185.45	2,251.02	2,318.55
Inflation	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%

FIRE

CAPITAL
OUTLAY
REQUEST
FORM
DURING
BUDGET
PROCESS

Consumer Price Index Average since 1913

111

CITY OF EAGLE LAKE
Revenue/Expenditure
Audit Detail Brief

Audit 2022 January to 2022 February

Fund 101 GENERAL

Expenditure

			Budget	Total	Balance
E 101-42300-510 Capital Outlay-Actual Expense			\$59,370.00	\$21,700.00	\$37,670.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name/Comments
2022-02	Pay	PAY 02-28-22 Rec/Ck#044272*2/28/2022	\$21,700.00	\$0.00	ALEX AIR APPARATUS INC COMPRESSOR
Total E 101-42300-510 Capital Outlay-Actual Expense			\$21,700.00	\$0.00	<i>In Balance</i>
Total Expenditure			\$21,700.00	\$0.00	= \$21,700.00
Fund 101			\$21,700.00	\$0.00	= \$21,700.00

1/2



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

March 7, 2022

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

Discussion took place at the February 7th meeting regarding exploring options available for a curbside cleanup through alternate haulers. Since that time, City staff has reached out to Waste Management and Hansen Sanitary. City staff was able to confirm that Waste Management would conduct a cleanup via a centralized drop off location (same as what LJP Waste Solutions is offering) but after multiple phone calls and getting transferred to different departments within Waste Management, City staff was unable to find out if a curbside collection was even an option or how much it would cost. City staff also reached out to Hansen Sanitary out of Kasota to inquire about a curbside cleanup. Hansen Sanitary will not do a curbside collection for a spring cleanup.

For purposes of providing background, 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.

Discussion should ensue and direction given to City staff as to whether a spring cleanup (centralized drop-off location at Lake Eagle Park) with LJP Waste Solutions should be scheduled or if the spring cleanup should be canceled altogether.

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", written over a horizontal line.

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

March 7, 2022


To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Utility Easement Agreement for MetroNet Fiber Cabinet Location

Attached is a Communications Systems Right of Way and Easement Agreement from MetroNet. This is needed by MetroNet for them to install a fiber cabinet near the water tower. Steve Mohr with MetroNet will be in attendance at the meeting to present this request and answer any questions that you might have.

For purposes of providing background, discussion took place at the August 2, 2021 City Council meeting about MetroNet needing a location to install a fiber cabinet. See attached for an excerpt from that meeting.

The draft easement documents were sent to legal counsel for review. Legal counsel noted concern with the following: 1) The easement is freely assignable meaning that MetroNet and other future parties would be able to transfer their interest without notifying the City; 2) The right of way is perpetual; 3) There is no language that would allow the City to terminate the easement; and 4) Ensuring the ballard posts are located within the easement and not outside of it. Legal counsel's concerns were forwarded to MetroNet. A response was received from MetroNet that they are working with their legal counsel to address concerns #1-3. Concern #4 appears to be addressed as MetroNet sent over additional drawings showing the ballard posts within the easement area.

Discussion should ensue. If the City Council wishes to grant a utility easement, then a motion to that effect should be made.


Jennifer J. Bromeland
City Administrator

COMMUNICATIONS SYSTEMS RIGHT-OF-WAY AND EASEMENT

Grant of Easement by: City of Eagle Lake, Minnesota whose address is 705 Parkway Avenue, Eagle Lake, Minnesota 56024 and ("Grantor") to: Metro Fibernet, LLC, whose address is 8837 Bond Avenue, Overland Park, Kansas 66214.

For the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor grants to Metro Fibernet, LLC, a Nevada limited liability company, its successors, assigns, lessees and agents ("Grantee"), subject to the terms stated below, a freely assignable, perpetual right-of-way and easement ("Easement") to construct, operate, maintain, expand, replace and remove a communication systems that Grantee may, from time to time, require, consisting of but not limited to a cabinet, underground cables, wires, conduits, manholes, handholes, drains, splicing boxes, surface location markers, utilities, and other facilities or strictures for similar uses, upon, over, through, under, and along a parcel of land as described and depicted on the Utility Easement Exhibit ("Easement Tract"), which is located on a portion of the real property owned by Grantor, commonly known as 97 North 3rd Street, Eagle Lake, MN. This grant of Easement also includes: (i) the right of ingress and egress over and across any real property owned or controlled by Grantor adjacent to the Easement Tract for the purpose of exercising the rights granted herein; (ii) the right to clear and keep cleared all trees, roots, brush and other obstructions from the surface and sub-surface of the Easement Tract during construction and maintenance and to use adjacent areas as necessary, and the right to connect to the electrical power source located on or near the property.

Grantor will have the right to use and enjoy the Easement Tract so long as Grantor's use does not interfere with the rights conveyed to Grantee. Grantor will not erect any structure, or plant trees or other vegetation within the Easement Tract. Grantor warrants that Grantor is the owner of the land on which the Easement Tract is located and will defend title to the land and Easement Tract against the claims of any and all persons, and that Grantor has full authority to grant this Easement according to its terms.

The grant of this right of way and easement shall run with the land and be binding on and inure to the benefit of the parties, their heirs, successors and assigns.

Executed by Grantor this ____ day of _____, 2022.

Grantor:

City of Eagle Lake, MN

Name: Tim Auringer

Title: Mayor

Signature: _____

ACKNOWLEDGEMENT

STATE OF Minnesota)
)
COUNTY OF Blue Earth)

On this ___ day of _____, 2022, personally appeared Tim Auringer, known to me to be the identical person who executed this foregoing instrument as an authorized representative on behalf of City of Eagle Lake, MN and acknowledged to me that he/she executed the same voluntarily for the uses and purposes therein set forth.

Notary Public

Executed by Grantor this ___ day of _____, 2022.

Grantor:

City of Eagle Lake, MN
Name: Jennifer Bromeland
Title: City Administrator
Signature: _____

STATE OF Minnesota)
)
COUNTY OF Blue Earth)

On this ___ day of _____, 2022, personally appeared Jennifer Bromeland, known to me to be the identical person who executed this foregoing instrument as an authorized representative on behalf of City of Eagle Lake, MN and acknowledged to me that he/she executed the same voluntarily for the uses and purposes therein set forth.

Notary Public

I affirm under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law. Anita Larson

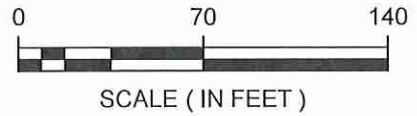
PREPARED BY AND WHEN RECORDED RETURN TO:
Constance Shidler
Metro Fibernet, LLC
8837 Bond Street
Overland Park, KS 66214

Utility Easement Description

A thirty (30) foot by twelve (12) foot strip of land running north and south along the west property line located on the Lot 20, Addition B to Lake Eagle Townsite commencing at the northwest corner of Lot 20, said Addition B to Lake Eagle townsite; thence on an assumed bearing of South 07 degrees 48 minutes 23 seconds East along the west line of said Lot 20 a distance of 8.40 feet to the point of beginning; thence continue South 07 degrees 48 minutes 23 seconds East along said west line a distance of 30.00 feet; thence north 82 degrees 11 minutes 37 seconds East 12.00 feet; thence North 07 degrees 48 minutes 23 seconds West 30.00 feet; thence South 82 degrees 11 minutes 37 seconds West 12.00 feet to the point of beginning of Eagle Lake, MN, Blue Earth County MN for utility purpose.

UTILITY EASEMENT EXHIBIT

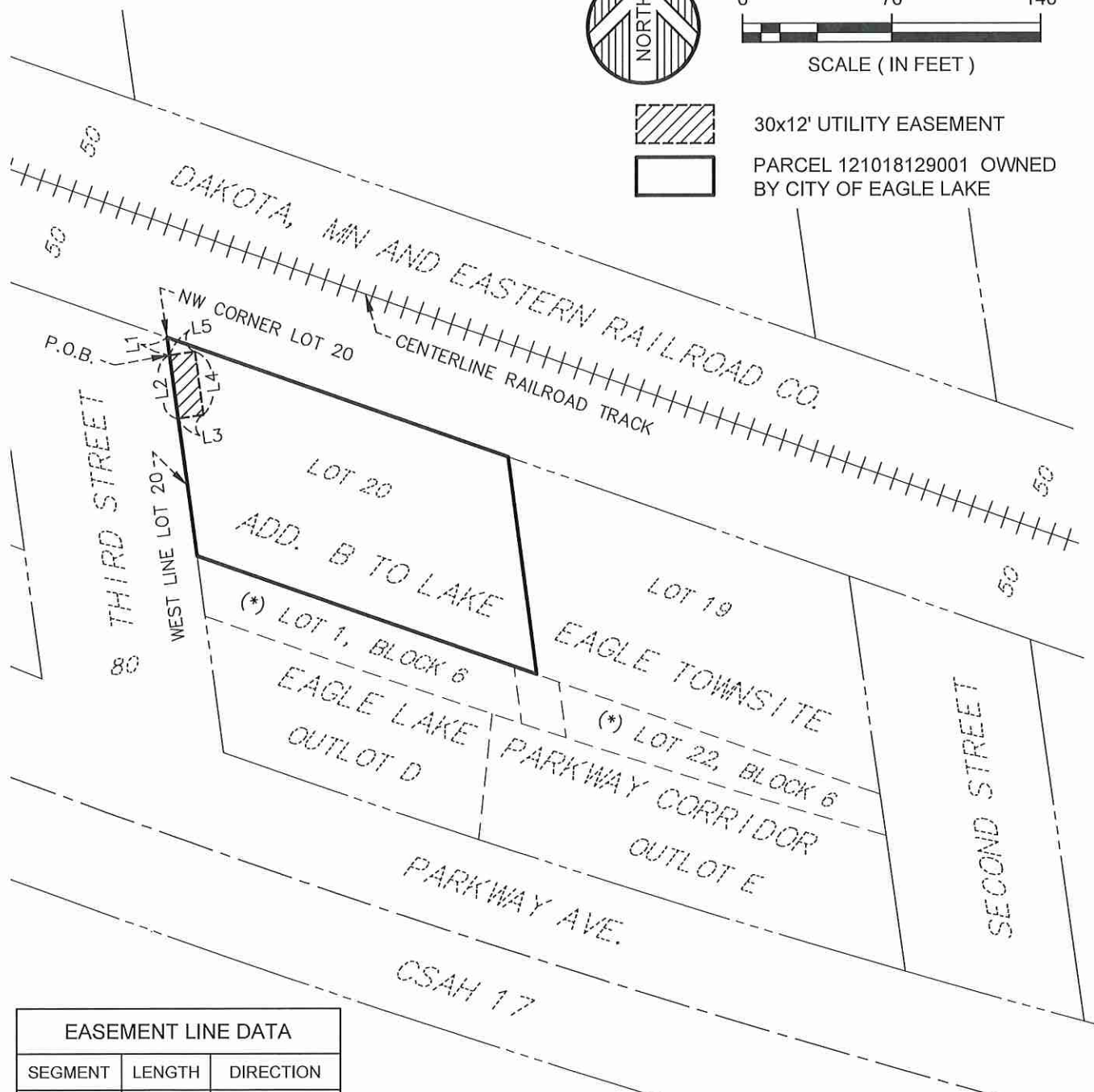
PART OF LOT LOT 20, ADDITION B TO LAKE EAGLE CITY OF EAGLE LAKE, BLUE EARTH COUNTY, MINNESOTA



30x12' UTILITY EASEMENT



PARCEL 121018129001 OWNED BY CITY OF EAGLE LAKE



EASEMENT LINE DATA		
SEGMENT	LENGTH	DIRECTION
L1	8.40	S7° 48' 23"E
L2	30.00	S7° 48' 23"E
L3	12.00	N82° 11' 37"E
L4	30.00	N7° 48' 23"W
L5	12.00	S82° 11' 37"W

(*) = PLAT OF EAGLE LAKE

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WIDSETH

ARCHITECTS ■ ENGINEERS ■ SCIENTISTS ■ SURVEYORS

PROJ. 2021-11567

120

2. Steve Mohr, Project Director with MetroNet: Location for Fiber Cabinet

- Mr. Steve Mohr with MetroNet explained there was a need to change fiber plans due to the fact that they are no longer going into Mankato. Because of this they will need to install a cabinet. He met with Administrator Bromeland and Public Works Director Goettl and identified a location close to the water tower. They are looking for a utility easement to build a 30 x 12 foot cabinet to hold network equipment.
- Discussion included that MetroNet could draft an agreement for the City's legal counsel to review. The ballard posts would be 12 inches from the sidewalk and MetroNet does not anticipate needing to expand the cabinet. Council desire is for the agreement to include language that MetroNet would remove the cabinet in the future if no longer needed. The agreement would be filed with Blue Earth County.
- Council directed MetroNet and staff to move forward with in writing the agreement.

3. John Jensen, VP of Economic Development with MetroNet: Franchise Agreement

- Mr. Jensen was unable to attend the Council meeting.
- Mayor Auringer asked if the franchise agreement was standard language based on the agreements with Consolidated Communications and Spectrum, which it is with a 3 percent of gross revenues.
- A public hearing would need to be scheduled for this ordinance change.
- Council Member Rohrich moved, seconded by Council Member Whittington, to schedule a public hearing for Monday, September 13, 2021 at the City Council meeting. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Auringer voting in favor.
- Mr. Mohr updated Council on the fiberoptic build out stating 25,000 feet of the 32,000 feet of underground work has been completed on the south side and that 5,000 feet of underground on the north side still need to be done. They are still waiting for pole permits for above ground work. It is anticipated that the underground work will be completed by the end of September. They will continue working as long as weather allows. Two of the drills have been pulled from this project temporarily.

4. Brian Sarff, Engineer with Bolton and Menk: CSAH 27 (Agency Street) Project Updated

- Mr. Sarff explained that the underground utilities from Linda Drive to Parkway have been completed and that the concrete curb and gutter will be poured tomorrow.
- The asphalt from Linda Drive to Thomas Drive has been stripped and the connection of the temporary water line will take place tomorrow.
- The railroad permit for the needed underground work has been fully executed.
- It is anticipated the project will be substantially completed by the middle to end of October and there is no major concerns with the schedule.
- It is anticipated that the east access to Thomas Drive will be closed sometime this week and will be closed for a two to three days.
- People using the minimum maintenance road as a detour are doing so at their own risk.
- The contractor will most likely lay Phase 1 and 2 bituminous at the same time.

NEW BUSINESS

1. Utility Easement Needed for Fiber Cabinet for MetroNet

- This item was handled under Presentations.

2. Franchise Agreement with MetroNet

- This item was handled under Presentations

3. All Seasons Arena Operating Service Agreement

- The City entered into an agreement with All Seasons Arena two years ago and the agreement is up for renewal for a three year period. Eagle Lake's share is 4.524% or \$1,809.57 per year, which is the same amount Eagle Lake paid in 2019 and 2020.
- Council Member Steinberg moved, seconded by Council Member Rohrich, to approve the agreement with All Seasons Arena. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Auringer voting in favor.

4. Tax Forfeited Parcels

- There are two parcels forfeited to the State of Minnesota for nonpayment of property taxes. Each of the parcels listed is classified as non conservation lands located in the City of Eagle Lake. Per MN Statutes 282.01 Subdivision 1(g)(h)(i), they are requesting that the City approve the classification of each parcel and approve the sale by public auction or auction to adjacent owners. Alternatively, the City may request a sale or conveyance to itself. Since these parcels are classified as wetlands and are an important part of stormwater infrastructure. The City may wish to request conveyance of parcels R12.09.13.279.028 and R12.09.13.402.008 which are classified as outlots.
- Council discussion included that it would be wise for the City to have control of these parcels.



371 COMMUNICATIONS WAY
EVANVILLE IN 47115
812-32-1085

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4-BAY NETWORK
CABINET
EAGLE LAKE, MN

DESIGN ENG: LWW
DRAWN BY: ACB
REVIEWED BY: LWW

DATE	SUBMITTALS	DESCRIPTION	REV
7/29/21	PERMITTING		A
8/11/21	PERMITTING		B
2/15/22	PERMITTING		C
2/17/22	PERMITTING		D

PERMITTING

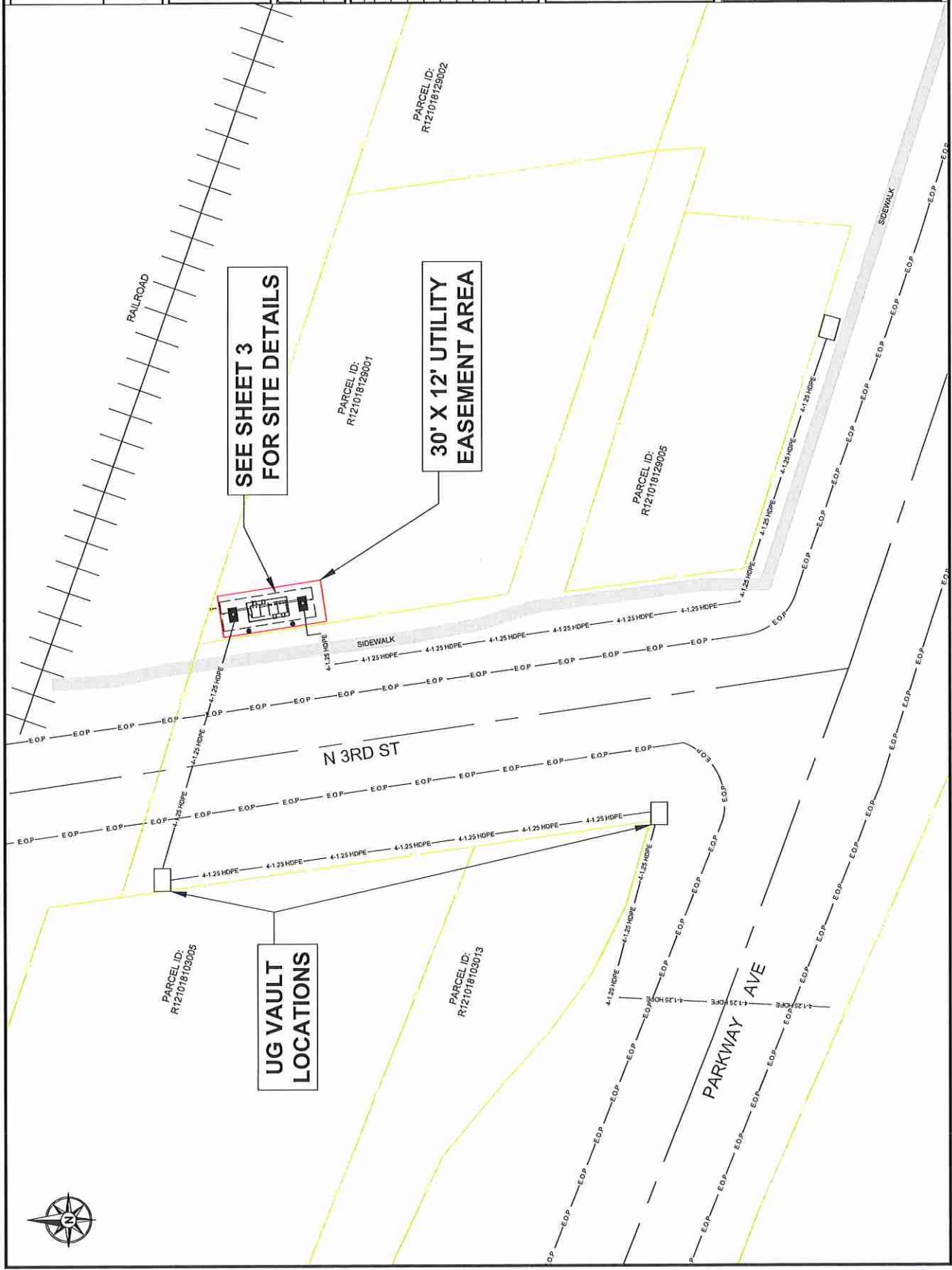
SCALE: NTS

SITE ADDRESS:
97 N 3RD ST

SITE NAME:
EAGLE LAKE CABINET

SHEET NAME:
SITE PLAN

SHEET NUMBER:
2



122

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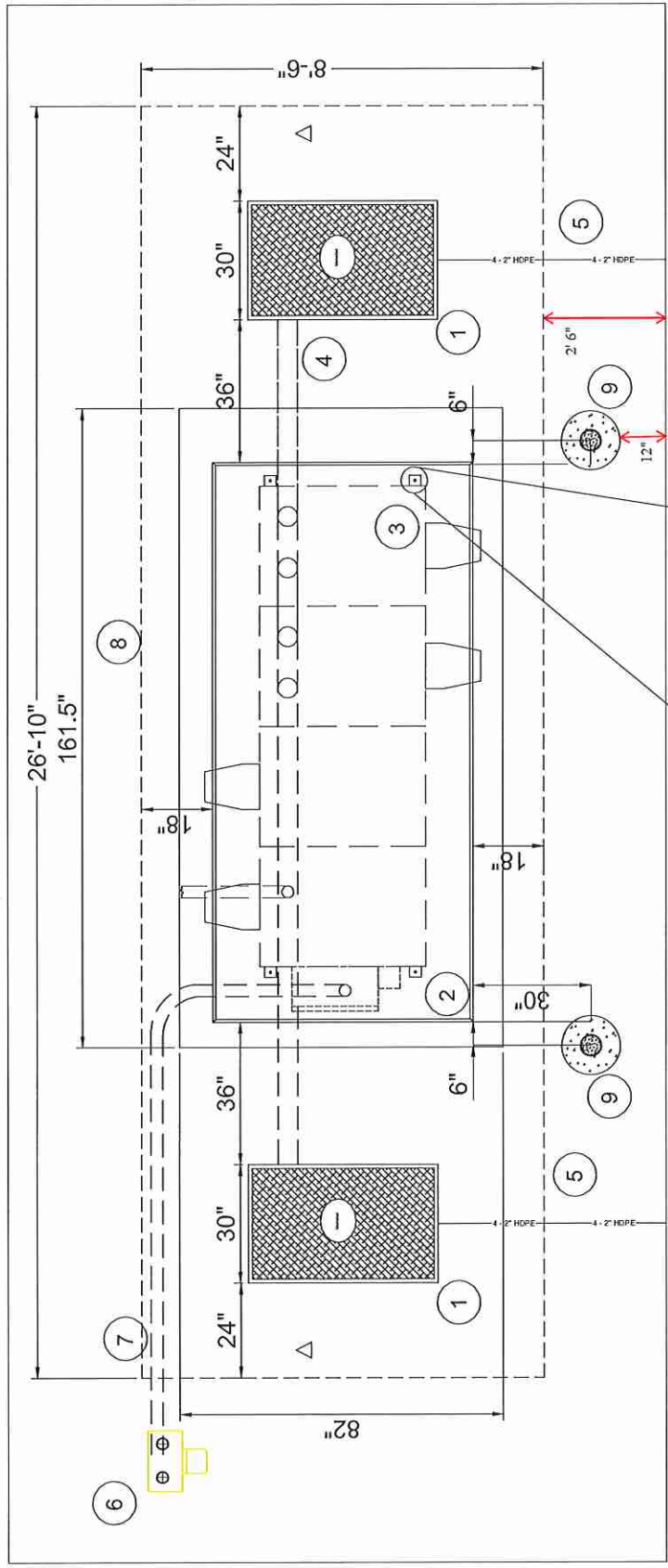
4-BAY NETWORK CABINET
EAGLE LAKE, MN

DESIGN ENG: LWW
DRAWN BY: ACB
REVIEWED BY: LWW

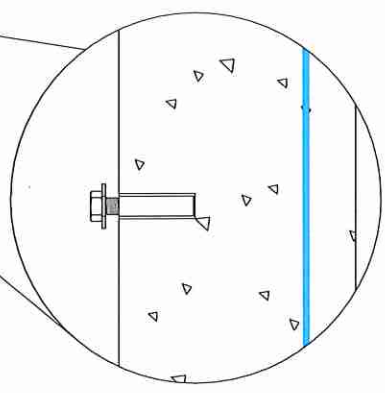
DATE	DESCRIPTION	REV
7/29/21	PERMITTING	A
8/11/21	PERMITTING	B
2/15/22	PERMITTING	C
2/17/22	PERMITTING	D

PERMITTING

SCALE:	NTS
SITE ADDRESS:	97 N 3RD ST
SITE NAME:	EAGLE LAKE CABINET
SHEET NAME:	CABINET DETAILS
SHEET NUMBER:	3



INSTALLATION NOTE:
DRILL AND INSTALL WEDGE ANCHORS DURING PLACEMENT OF THE CABINET ONTO THE PAD TO INSURE PLACEMENT ACCURACY.



CONCRETE FASTENING TYPICAL
1/2" STAINLESS STEEL DROP IN ANCHOR - 1/2" NUT & FLAT WASHER

NOTES:

- 30"W X 48"L X 30"D Handhole
- Cabinet Concrete Pad 161.5"L X 86"W
- Cabinet Footprint 121"L X 42"W
- 4" SCH 40 PVC Conduit
- 4 Ea. 2" HDPE Duct
- Meter Pedestal (ELECTRICAL)
- 2" SCH 40 PVC Elect. Conduit-UL Listed
- Ground Field Extents
- 5" ID DIA x 7'L Steel Pipe Bollard, Concrete Filled. (As Required, Site Specific)



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

March 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Fire Department Expenditure Request for Air Packs

Attached is a departmental expenditure request from Fire Chief Vern Simpson. The Fire Department is requesting permission to utilize \$9,000 of capital outlay funds for the purpose of purchasing six (6) used self-contained breathing apparatus packs with bottles for Fire Truck # 4311.

The purchase of used air packs was not included with the capital outlay request submitted during the 2022 budget process. Per Fire Chief Simpson, since no bids were received on Fire Truck #4311, the Fire Department would like to keep the truck as a backup pumper/traffic control vehicle. To comply with NFPA requirements, there needs to be one air pack for every seat in the truck. Per an inquiry to the City's insurance agent, at this time, the cost to keep #4311 on the City's insurance is \$376 a year.

Attached is a copy of the Fire Department Capital Outlay Request Form that was submitted during the 2022 budget process. To date, \$21,700 of the \$59,370 allocated for capital outlay for 2022 expenditures has been expended. There is a balance of \$37,670 remaining.

A motion is necessary to approve or deny the above-described capital outlay expenditure request from the Fire Department.


Jennifer J. Bromeland
City Administrator

**City of Eagle Lake
Departmental Expenditure Request Form**

Project/Equipment Description: Purchase of 6 used MSA-G1 SCBA Packs with 12 – 30 minute at 4500# bottles.

Department Name: Eagle Lake Fire

Requested Amount of Funds: \$9,000

**Source of Funds: Capital Outlay
Equipment**

Budgeted Amount: \$59,370

Balance in Budget: \$59,370

Capital Outlay Expenditure? Yes

Replacement Equipment? No

Were Multiple Bids Obtained? No

Brief Project/Equipment Justification: Originally 4311 was going to be sold. Since it did not sell, we are keeping it as a backup pumper/traffic control vehicle. We would need to purchase these air packs to place on 4314 to meet NFPA requirements of one pack for every seat on the truck. Currently there are no air packs on 4314. We are requesting to use capital outlay funds due to the decision to postpone the purchase of the ATV. These packs, when new, are approximately \$4,500 each and \$1000 per bottle.

Submitted By: Chief New L. Simpson II

Date: 2-28-2022

Capital Item

	2021	2022	2023	2024	2025	2026
	Balance	Proposed	Proposed	Proposed	Proposed	Proposed
EAGLE LAKE FIRE DEPARTMENT						
1999 Pierce Telesqurt #4312		38,553.29	39,709.89	40,901.19	42,128.22	43,392.07
(Replace Pumper every 25 years)						
Est. Cost in 2021	925,279.00				231,248.50	
Replacement Cost + Inflation						
Balance	69,955.91	108,509.20	148,219.09	189,120.28	0.00	43,392.07
2020 Custom Fire Pumper #4311	925,279.00	953,037.37	981,628.49	1,011,077.35	1,041,409.67	1,072,651.96
(Replace Pumper every 25 years)						
Est. Cost in 2020	560,000.00	23,333.33	24,033.33	24,754.33	25,496.96	26,261.87
Replacement Cost + Inflation					148,056.62	
Balance	50,438.66	73,771.99	97,805.33	122,559.66	0.00	26,261.88
2013 Tanker #4322	560,000.00	576,800.00	594,104.00	611,927.12	630,284.93	649,193.48
(Replace Tanker every 25 years)						
Est. Cost in 2021	260,000.00	10,833.33	11,158.33	11,493.08	11,837.88	12,193.01
Replacement Cost + Inflation					144,245.99	
Balance	98,923.36	109,756.69	120,915.03	132,408.11	(0.00)	12,193.01
2006 Rescue Truck #4301	260,000.00	267,800.00	275,834.00	284,109.02	292,632.29	301,411.26
(Replace Rescue every 25 years)						
Est. Cost in 2020	260,000.00	10,833.33	11,158.33	11,493.08	11,837.88	12,193.01
Replacement Cost + Inflation		9,000.00				
Balance	158,482.47	160,315.80	171,474.14	182,967.22	194,805.10	206,998.11
2001 Grass Rig #4321	260,000.00	267,800.00	275,834.00	284,109.02	292,632.29	301,411.26
(Replace Grass Rig every 25 years)						
Est. Cost in 2020	90,000.00	3,750.00	3,862.50	3,978.38	4,097.73	4,220.66
Replacement Cost + Inflation		1,125.00				78,975.03
Balance	60,190.77	62,815.77	66,678.27	70,656.65	74,754.37	(0.00)
2018 Turnout Gear	90,000.00	92,700.00	95,481.00	98,345.43	101,295.79	104,334.67
(Replace Gear every 10 years)						
Est. Cost in 2018	75,000.00	8,333.33	8,583.33	8,840.83	9,106.06	9,379.24
Replacement Cost + Inflation						
Balance	15,000.00	23,333.33	31,916.67	40,757.50	49,863.56	59,242.80
2020 Air Packs	75,000.00	77,250.00	79,567.50	81,954.53	84,413.16	86,945.56
(Replace Air Packs every 10 years)						
Est. Cost in 2020	132,000.00	14,666.67	15,106.67	15,559.87	16,026.66	16,507.46
Replacement Cost + Inflation						
Balance	-	14,666.67	29,773.33	45,333.20	61,359.86	77,867.33
2010 Extension Equipment (Jaws of Life)	132,000.00	135,960.00	140,038.80	144,239.96	148,567.16	153,024.18
(Replace Extension Equipment every 10 years)						
Est. Cost in 2010	25,000.00	2,777.78	2,861.11	2,946.94	3,035.35	3,126.41
Replacement Cost + Inflation		12,370.47				
Balance	9,592.69	(0.00)	2,861.11	5,808.05	8,843.41	11,969.82
2010 Oxygen Fill Station	25,000.00	25,750.00	26,522.50	27,318.18	28,137.72	28,981.85
(Replace Fill Station every 20 years)						
Est. Cost in 2020	35,000.00	1,842.11	1,897.37	1,954.29	2,012.92	2,073.31
Replacement Cost + Inflation		21,700.63				
Balance	19,858.52	(0.00)	1,897.36	3,851.65	5,864.57	7,937.88
2010 ATV	35,000.00	36,050.00	37,131.50	38,245.45	39,392.81	40,574.59
(Replace ATV every 25 years)						
Est. Cost in 2021	40,000.00	1,666.67	1,716.67	1,768.17	1,821.21	1,875.85
Replacement Cost + Inflation		15,173.17				
Balance	13,506.50	(0.00)	1,716.66	3,484.83	5,306.04	7,181.89
2010 Small Equipment	40,000.00	41,200.00	42,436.00	43,709.08	45,020.35	46,370.96
(Replace annually as needed)						
Est. Cost in 2022	5,000.00	1,000.00	1,030.00	1,080.90	1,092.73	1,125.51
Replacement Cost + Inflation						
Balance	4,000.00	5,000.00	6,030.00	7,090.90	8,183.63	9,309.14
2010 Ice Water Rescue Boat and Suits	5,000.00	5,150.00	5,304.50	5,463.64	5,627.54	5,796.37
(Replace Gear every 10 years)						
Est. Cost in 2020	10,000.00	1,111.11	1,144.44	1,178.78	1,214.14	1,250.57
Replacement Cost + Inflation						
Balance	-	1,111.11	2,255.56	3,434.33	4,648.47	5,899.04
2011 Radios	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
(Replace Radio every 15 years)						
Est. Cost in 2020	80,000.00	5,714.29	5,885.71	6,082.29	6,244.15	6,431.48
Replacement Cost + Inflation						
Balance	54,092.00	59,806.29	65,692.00	71,754.29	77,998.44	84,429.92
2010 Thermal Imaging Camera	80,000.00	82,400.00	84,872.00	87,418.16	90,040.70	92,741.93
(Replace camera every 10 years)						
Est. Cost in 2020	15,000.00	1,666.67	1,716.67	1,768.17	1,821.21	1,875.85
Replacement Cost + Inflation						
Balance	-	1,666.67	3,383.33	5,151.50	6,972.71	8,848.56
2010 ELFD Pension	15,000.00	15,450.00	15,913.50	16,390.91	16,882.63	17,389.11
TOTAL Fire Dept.		126,081.90	129,864.36	133,760.29	137,773.10	141,906.29
		59,369.27			523,551.11	78,975.03
	554,040.88	615,753.51	744,587.88	877,287.27	490,416.53	552,222.29
ELFD Pension	2,000.00	2,060.00	2,121.80	2,185.45	2,251.02	2,318.55
		3.00%	3.00%	3.00%	3.00%	3.00%

FIRE

CAPITAL
OUTLAY
REQUEST
FORM
DURING
BUDGET
PROCESS

CITY OF EAGLE LAKE

03/04/22 11:51 AM

Page 1

Revenue/Expenditure
Audit Detail Brief

Audit 2022 January to 2022 February

Fund 101 GENERAL

Expenditure

E 101-42300-510 Capital Outlay-Actual Expense			Budget	Total	Balance
			\$59,370.00	\$21,700.00	\$37,670.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name/Comments
2022-02	Pay	PAY 02-28-22 Rec/Ck#044272*2/28/2022	\$21,700.00	\$0.00	ALEX AIR APPARATUS INC COMPRESSOR
Total	E 101-42300-510 Expense	Capital Outlay-Actual	\$21,700.00	\$0.00	<i>In Balance</i>
Total	Expenditure		\$21,700.00	\$0.00	= \$21,700.00
Fund	101		\$21,700.00	\$0.00	= \$21,700.00

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

March 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Resolution Calling Public Hearing for TIF

Attached is Resolution No. 2022-15, a resolution calling for a public hearing for 7:00 p.m. on Monday, April 4th.

As part of the Tax Increment Financing (TIF) process, the Planning Commission will be asked to consider a resolution at their March 21st meeting in which a finding is made that the TIF District/Development District is consistent with the development goals of the City and plans for future growth. This is the only action required for the TIF process in March.

For purposes of providing background, Tory 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. Shannon Sweeney, a professional tax increment financing (TIF) consultant with David Drown Associates, is assisting the City with the TIF process.

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. He is requesting a 13-year term for TIF assistance. Per MN Statute, up to a 26-year term could be approved.

TIF is a method of stimulating economic development. It uses additional property taxes paid because of the new development to pay for development. As the property increases because 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.

Mr. Schrom currently has TIF agreements with the cities of Belle Plaine, Jordan, and Northfield. City staff has reached out to community and economic development staff with the above listed cities to learn about the length and other business subsidy terms they have with Schrom Construction. If you would like this information, please let me know.

Attached is a handout with more information about the use of TIF for housing. For reference purposes, the City currently has a TIF agreement with John and Lisa Volmary for the Cedar Point Townhomes Project. The term of that subsidy ends February 1, 2028.

A motion is necessary to adopt Resolution No. 2022-15.


Jennifer J. Bromeland
City Administrator

**EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF
EAGLE LAKE, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Eagle Lake, Blue Earth County, Minnesota, was duly held at the City Hall on Monday, the 7th day of March, 2022, at 6:00 p.m. for the purpose, in part, of calling a public hearing on the proposed creation of Municipal Development District No. 3 and Tax Increment Financing District No. 3-2 located therein.

The following Councilmembers were present:

and, the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-15

CALLING PUBLIC HEARING
ON THE MODIFICATION OF MUNICIPAL DEVELOPMENT DISTRICT NO. 3, AND THE ADOPTION
OF THE MODIFIED DEVELOPMENT PROGRAM RELATING THERETO, AND THE CREATION OF TAX
INCREMENT FINANCING DISTRICT NO. 3-2 THEREIN, AND THE ADOPTION OF A TAX
INCREMENT FINANCING PLAN RELATING THERETO

BE IT RESOLVED by the City Council (the "Council") of the City of Eagle Lake, Minnesota (the "City"), as follows:

1. Public Hearing. This Council shall meet on Monday, April 4, 2022, at approximately 7:00 p.m. to hold a public hearing on the following matters; (a) the proposed modification of Municipal Development District No. 3, and (b) the proposed adoption of the modified development program relating thereto (c) the proposed creation of Tax Increment Financing District No. 3-2 located therein, and (d) the proposed adoption of the Tax Increment Financing Plan relating thereto, pursuant to and in accordance with Minnesota TIF Statutes, Sections 469.124 to 469.134 and 469.174 to 469.1794, inclusive, as amended (the "Act").

2. Notice of Hearing. Filing of Plan. The City Administrator is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and to place a copy of the proposed Tax Increment Financing Plan on file in City Administrator's Office at City Hall and to make such copies available for inspection by the public.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and upon vote being taken thereon, the following voted in favor:

and, the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

**CITY OF EAGLE LAKE
COUNTY OF BLUE EARTH
STATE OF MINNESOTA**

**NOTICE OF PUBLIC HEARING
ON THE MODIFICATION OF MUNICIPAL DEVELOPMENT DISTRICT NO. 3,
THE ADOPTION OF A MODIFIED DEVELOPMENT PROGRAM RELATING THERETO,
THE CREATION OF TAX INCREMENT FINANCING DISTRICT NO. 3-2 THEREIN,
AND THE ADOPTION OF THE TAX INCREMENT FINANCING PLAN RELATING THERETO**

NOTICE IS HEREBY GIVEN that the City Council (the "Council") of the City of Eagle Lake, Blue Earth County, Minnesota, will hold a public hearing on Monday, April 4, 2022, at 7:00 p.m., at the Eagle Lake City Hall, 705 Parkway Avenue, in the City of Eagle Lake, Minnesota, relating to (a) the proposed modification of Municipal Development District No. 3, (b) the proposed adoption of the modified development program relating thereto, (c) the proposed creation of Tax Increment Financing District No. 3-2 located therein, and (d) the proposed adoption of the Tax Increment Financing Plan relating thereto, pursuant to and in accordance with Minnesota TIF Statutes, Sections 469.124 to 469.134 and 469.174 to 469.1794, inclusive, as amended (the "Act").

Copies of the Tax Increment Financing Plan as proposed to be adopted will be on file and available for public inspection at the office of the City Administrator at City Hall.

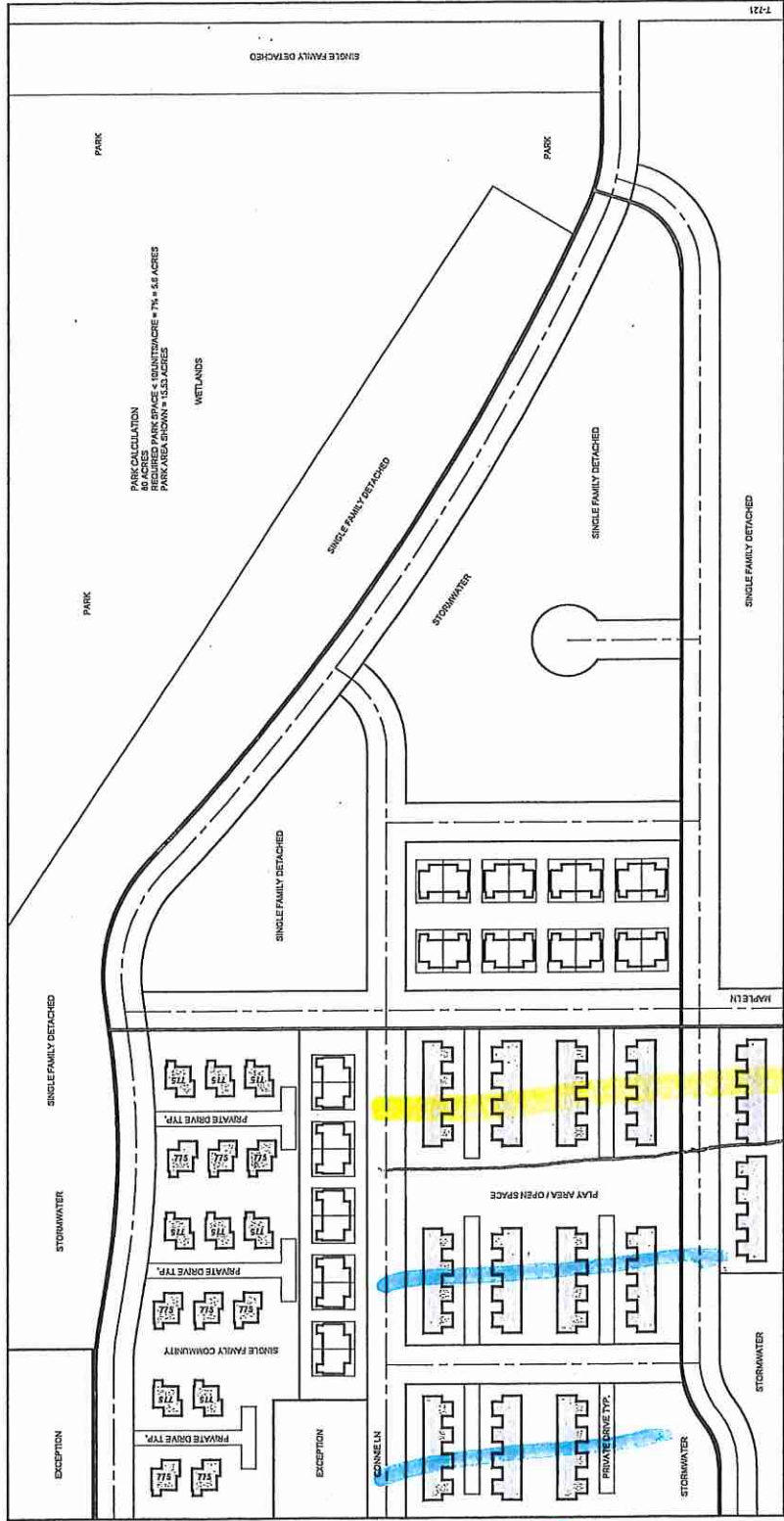
The property included in Tax Increment Financing District No.3-2 is described in the Tax Increment Financing Plan on file in the office of the City Administrator. A map of the proposed Tax Increment Financing District 3-2 is set forth below:

(INSERT MAP of Tax Increment Financing District)

All interested persons may appear at the hearing and present their view orally or in writing.

BY ORDER OF THE CITY COUNCIL

/s/ Jennifer Bromeland
City Administrator



PARK CALCULATION
 REQUIRED PARK SPACE = 15.53 ACRES
 PARK AREA SHOWN = 15.53 ACRES

NUMBER OF UNITS	104
SPACES	22
TWO-CARHOUSES	19
SINGLE FAMILY DETACHED	237 ACRES0.3

1. I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.
 JONES HAUGH SMITH
 415 West North Street, Chaska, MN 55318-4038
 License No. 44928 Date --

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

SCHROM CONSTRUCTION
 FOLEY PROPERTY
 EAGLE LAKE
 CONCEPTUAL LAYOUT

PRELIMINARY
 SHEET
 1 OF 1

REV: BY: DATE:

JONES HAUGH SMITH
 415 West North Street, Chaska, MN 55318-4038
 License No. 44928

SCALE
 HORIZ. SCALE
 FEET
 DRAWINGS ON 11x17 SHEETS ARE HALF SCALE

(13) 8-plex units proposed

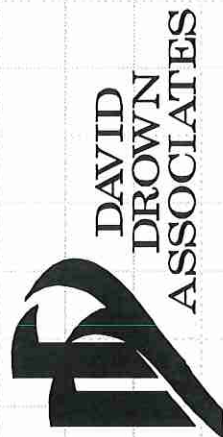
281

Housing TIF

Presenter:

Shannon Sweeney

David Drown Associates



Tax Increment Financing

“TIF is a financing tool which captures and redirects new property taxes paid by new private development to promote development which would not occur “*but for*” assistance.”

- ◆ TIF is a **financing** program
- ◆ Uses **new** property tax revenues from new **private** development
- ◆ But-for test -- TIF should be used **only when necessary** to move good projects forward.

Key observations

- ◆ All taxing jurisdictions continue to receive same property tax (from the frozen value); **only the increase** becomes a tax increment.
- ◆ Development pays normal taxes -- just like everyone else. TIF just re-directs the taxes for a period of time.

How can you spend TIF funds?

All expenditures must be authorized in the TIF Plan.

Private Development

- Land acquisition
- Grading & excavating
- Parking, driveways
- Utility extensions
- Site improvements
- Others

Public Infrastructure

- Public Streets
- Sewer & Water
- Parking
- Sidewalks & alleys

Expenditures should be in support of a private project

Creating a TIF District

Process Requires significant public input

- ◆ Written Plan which includes:
 - Geographic boundaries
 - Goals and Objectives
 - Budget -- how increments will be spent
 - Pooling, LGA Penalty, Other Details
- ◆ 30-Day Notice to County & School
- ◆ Published Notice in Newspaper
- ◆ Public Hearing
- ◆ TIF District certified to County and State

Generally takes 60 to 90 Days

How is TIF applied?

- ◆ Generally, TIF assistance is used to reduce development costs in order to make housing more affordable.
- ◆ A housing tax increments district can capture tax increments for 26-years.

Income Restrictions for Rental Housing Projects

- ◆ A rental property satisfies the requirements if 20% of the residential units in the project are occupied by individuals whose income is 50% or less of the area median gross income (or 40% at 60%). These requirements apply for the duration of the subsidy.

EXAMPLE

TIF 2-1

Re: John & Lisa
Volmary

(term ending 2/1/28)

EXHIBIT B

FORM OF TAX INCREMENT NOTE

No. R-1

\$ _____

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF BLUE EARTH
CITY OF EAGLE LAKE

TAX INCREMENT REVENUE NOTE
(CEDAR POINT TOWNHOMES PROJECT)

The City of Eagle Lake, Minnesota (the "City"), hereby acknowledges itself to be indebted and, for value received, hereby promises to pay the amounts hereinafter described (the "Payment Amounts") to John and Lisa Volmary, or its registered assigns (the "Registered Owner"), but only in the manner, at the times, from the sources of revenue, and to the extent hereinafter provided.

The principal amount of this Note shall equal from time to time the principal amount stated above, as reduced to the extent that such principal installments shall have been paid in whole or in part pursuant to the terms hereof; provided that the sum of the principal amount listed above shall in no event exceed \$983,002 as provided in that certain Development Agreement, dated as of February 5, 2007, as the same may be amended from time to time (the "Development Agreement"), by and between the City and John and Lisa Volmary. The unpaid principal amount hereof shall bear interest from the date of this Note at the simple, non-compounded rate of six percent (6.00%) per annum. Interest shall be computed on the basis of a 360-day year consisting of twelve (12) 30-day months.

The amounts due under this Note shall be payable on August 1, 2008, and on each February 1 and August 1 thereafter to and including February 1, 2028, or, if the first should not be a Business Day (as defined in the Development Agreement) the next succeeding Business Day (the "Payment Dates"), provided, that such Payment Date shall be automatically extended if and to the extent required to relieve the City of any obligation to pay any Payment Amount any earlier than 30 days after it has received the statement and Compliance Certificate required under Section 3.2(4) of the Development Agreement. On each Payment Date the City shall pay by check or draft mailed to the person that was the Registered Owner of this Note at the close of the last business day of the City preceding such Payment Date an amount equal to the Tax Increments (hereinafter defined) received by the City during the six month period preceding such Payment Date. All payments made by the City under this Note shall be applied first to accrued interest and then to principal.

The Payment Amounts due hereon shall be payable solely from the tax increments (the "Tax Increments") from the City's Tax Increment Financing District No. 2-1 (the "Tax Increment District") within its Development District No. 2 which are paid to the City and which the City is entitled to retain pursuant to the provisions of Minnesota Statutes, Sections 469.174



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

March 7, 2022

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

A Supplemental Environmental Assessment Worksheet (EAW) has been received from Bradford Development for the Mankato Motorsports Park Project. City staff is currently in the process of seeking proposals from consultants to complete a Third-Party Review. The cost for the third-party review will be paid for by the project proposer, Bradford Development.

For purposes of providing background, Bradford Development previously prepared a mandatory EAW for the proposed Mankato Motorsports Park Project located within the City of Eagle Lake. The purpose of the EAW was to identify any potential environmental impacts resulting from the project and determine if an environmental impact statement (EIS) was warranted. A third-party review was completed by Houston Engineering and paid for by Bradford Development. Following the City's determination that an EIS was not warranted, an appeal was filed by a group called CAMP "Citizens Against Motorsports Park, Michael Guenzel, and Erin Guenzel". The matter was heard in the State of Minnesota Court of Appeals with the Court of Appeals reversing and remanding a new EIS determination on two issues - impacts to wildlife and climate change.

The supplemental EAW focuses on the two narrow issues requiring further environmental review. This is not an opportunity to go back and revisit all the other items included in the original EAW.

At this time, City staff is notifying the City Council that a supplemental EAW has been received and that City staff is in the process of seeking proposals from consultants to complete a third-party review of the document. Once the third-party review has been completed, the document will be presented to the City Council as the RGU to review and determine if the supplemental EAW is complete for distribution or if more information is needed. Once determined complete, the supplemental EAW will be submitted to the EQB and the process for notification and publication is started. This includes a review by the agencies listed in Minnesota Rules 4410.1500 as well as a public comment period.

City staff seeks authorization to engage a consultant (at the project proposer's expense) to complete a third-party review of the supplemental EAW.

Jennifer J. Bromeland
City Administrator

C. If a federal Environmental Assessment has been prepared for a project, the Environmental Assessment document may be circulated in place of the EAW form, provided that the Environmental Assessment addresses each of the environmental effects identified in the EAW form.

Statutory Authority: *MS s 116D.04; 116D.045*

History: *13 SR 1437; 21 SR 1458*

Published Electronically: *August 20, 2018*

4410.1400 PREPARING EAW.

A. The EAW shall be prepared as early as practicable in the development of the proposed project. The EAW shall be prepared by the RGU or its agents.

B. When an EAW is to be prepared, the proposer shall submit the completed data portions of the EAW to the RGU. The RGU shall determine whether the proposer's submittal is complete within 30 days or such other time period as agreed upon by the RGU and proposer. If the RGU determines that the submittal is incomplete, the RGU shall return the submittal to the proposer for completion of the missing data. If the RGU determines that the submittal is complete, the RGU shall notify the proposer of the acceptance of the submittal within five days. The RGU shall have 30 days from notification to add supplementary material to the EAW, if necessary, and to approve the EAW for distribution. The RGU shall be responsible for the completeness and accuracy of all information.

Statutory Authority: *MS s 116D.04; 116D.045*

History: *21 SR 1458; 31 SR 539*

Published Electronically: *August 20, 2018*

4410.1500 PUBLISHING AND DISTRIBUTING EAW.

A. The RGU shall provide one copy of the EAW to the EQB staff within five days after the RGU approves the EAW. This copy shall serve as notification to the EQB staff to publish the notice of availability of the EAW in the EQB Monitor. At the time of submission of the EAW to the EQB staff, the RGU shall also submit one copy of the EAW to:

- (1) each member of the EQB;
- (2) the proposer of the project;
- (3) the U.S. Corps of Engineers;
- (4) the U.S. Environmental Protection Agency;
- (5) the U.S. Fish and Wildlife Service;
- (6) the State Historical Society;
- (7) the state archaeologist;
- (8) the Indian Affairs Council;

- (9) the Environmental Conservation Library;
- (10) the regional development commission and regional development library for the region of the project site;
- (11) any local governmental unit within which the project will take place;
- (12) the representative of any petitioners pursuant to part 4410.1100; and
- (13) any other person upon written request.

B. The RGU shall promptly publish notice of the completion of an EAW by:

- (1) publishing the notice in at least one newspaper of general circulation in the geographic area where the project is proposed; or
- (2) posting the notice on a website that has been designated as the official publication site for publication of proceedings, public notices, and summaries of a political subdivision in which the project is proposed.

C. Within five days of the date of submission of the EAW to the EQB staff, the RGU shall provide a press release, containing notice of the availability of the EAW for public review, to at least one newspaper of general circulation within the area where the project is proposed. The press release shall include the name and location of the project, a brief description of the project, the location at which copies of the EAW are available for review, the date the comment period expires, and the procedures for commenting. The RGU shall publish legal notice or advertisement of the availability of the EAW if the proposer requests and agrees to pay for the notice or advertisement. The notice or advertisement shall contain the information required in the press release.

D. The EQB staff shall maintain an official EAW distribution list containing the names and addresses of agencies designated to receive EAW's.

Statutory Authority: *MS s 14.388; 116D.04; 116D.045*

History: *31 SR 539; 37 SR 820*

Published Electronically: *September 7, 2018*

4410.1600 EAW COMMENT PERIOD.

A. A 30-day period for review and comment on the EAW shall begin the day the EAW availability notice is published in the EQB Monitor.

B. Written comments shall be submitted to the RGU during the 30-day review period. The comments shall address the accuracy and completeness of the material contained in the EAW, potential impacts that may warrant further investigation before the project is commenced, and the need for an EIS on the proposed project.

C. The RGU may hold one or more public meetings to gather comments on the EAW if it determines that a meeting is necessary or useful. Reasonable public notice of the meetings shall be given prior to the meetings. All meetings shall be open to the public.

Statutory Authority: *MS s 116D.04*

Published Electronically: *August 20, 2018*

4410.1700 DECISION ON NEED FOR EIS.

Subpart 1. **Standard for decision on need for EIS.** An EIS shall be ordered for projects that have the potential for significant environmental effects.

Subp. 2. **Decision-making process.** The decision on the need for an EIS shall be made in compliance with one of the following time schedules:

A. if the decision is to be made by a board, council, or other body which meets only on a periodic basis, the decision shall be made between three and 30 days after the close of the review period; or

B. for all other RGU's the decision shall be made no later than 15 days after the close of the 30-day review period. This 15-day period shall be extended by the EQB chair by no more than 15 additional days upon request of the RGU.

Subp. 2a. **Insufficient information.** If the RGU determines that information necessary to a reasoned decision about the potential for, or significance of, one or more possible environmental impacts is lacking, but could be reasonably obtained, the RGU shall either:

A. make a positive declaration and include within the scope of the EIS appropriate studies to obtain the lacking information; or

B. postpone the decision on the need for an EIS, for not more than 30 days or such other period of time as agreed upon by the RGU and proposer, in order to obtain the lacking information. If the RGU postpones the decision, it shall provide written notice of its action, including a brief description of the lacking information, within five days to the project proposer, the EQB staff, and any person who submitted substantive comments on the EAW.

Subp. 3. **Form and basis for decision.** The RGU's decision shall be either a negative declaration or a positive declaration. The RGU shall base its decision regarding the need for an EIS on the information gathered during the EAW process and the comments received on the EAW.

Subp. 4. **Record of findings supporting decision.** The RGU shall maintain a record, including specific findings of fact, supporting its decision. The record must include specific responses to all substantive and timely comments on the EAW. This record shall either be a separately prepared document or contained within the records of the governmental unit.

Subp. 5. **Distributing decision.** The RGU's decision shall be provided, within five days, to all persons on the EAW distribution list pursuant to part 4410.1500, to all persons that commented in writing during the 30-day review period, and to any person upon written request. All persons who submitted timely and substantive comments on the EAW shall be sent a copy of the RGU's response to those comments prepared under subpart 4. Upon notification, the EQB staff shall publish the RGU's decision in the EQB Monitor.

Subp. 6. **Standard.** In deciding whether a project has the potential for significant environmental effects the RGU shall compare the impacts that may be reasonably expected to occur from the project with the criteria in this part.

Subp. 7. **Criteria.** In deciding whether a project has the potential for significant environmental effects, the following factors shall be considered:

A. type, extent, and reversibility of environmental effects;

B. cumulative potential effects. The RGU shall consider the following factors: whether the cumulative potential effect is significant; whether the contribution from the project is significant when viewed in connection with other contributions to the cumulative potential effect; the degree to which the project complies with approved mitigation measures specifically designed to address the cumulative potential effect; and the efforts of the proposer to minimize the contributions from the project;

C. the extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority. The RGU may rely only on mitigation measures that are specific and that can be reasonably expected to effectively mitigate the identified environmental impacts of the project; and

D. the extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposer, including other EISs.

Subp. 8. [Repealed, 13 SR 1437]

Subp. 9. **Connected actions and phased actions.** Connected actions and phased actions shall be considered a single project for purposes of the determination of need for an EIS.

Statutory Authority: *MS s 116D.04; 116D.045*

History: *13 SR 1437; 21 SR 1458; 31 SR 539; 34 SR 721*

Published Electronically: *August 20, 2018*

ENVIRONMENTAL IMPACT STATEMENT

4410.2000 PROJECTS REQUIRING EIS.

Subpart 1. **Purpose of EIS.** The purpose of an EIS is to provide information for governmental units, the proposer of the project, and other persons to evaluate proposed projects which have the potential for significant environmental effects, to consider alternatives to the proposed projects, and to explore methods for reducing adverse environmental effects.

Subp. 2. **Mandatory EIS categories.** An EIS shall be prepared for any project that meets or exceeds the thresholds of any of the EIS categories listed in part 4410.4400.

Subp. 3. **Discretionary EIS.** An EIS shall be prepared:



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

March 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Clarke Mosquito Control Company

Attached is a proposal for an Environmental Mosquito Management (EMM) Program. There are two options. One option consists of 9 bi-weekly treatments at \$685.00 per treatment, while the other option consists of 15 weekly treatments at \$619.50 per treatment.

For purposes of providing background, the City contracted with Clarke Environmental Mosquito Management, Inc. during years 2018-2020 for 9 bi-weekly treatments at a cost of \$630.00 per treatment for years 2018 and 2019 and \$648.90 for 2020. In 2021, the City contracted for 9 bi-weekly treatments and 1 mile of extra spray for parks and trails at a cost of \$679.80 per treatment.

The cost for the EMM program is budgeted and paid for out of line item 101-42500-300. Funds are allocated in this line item for this purpose.

If the City Council wishes to continue contracting with Clarke Mosquito Control Company for an EMM program in Eagle Lake, then a motion is necessary to approve the proposal, specifying "Option 1" or "Option 2".


Jennifer J. Bromeland
City Administrator

**Clarke Environmental Mosquito Management, Inc.
Professional Services Outline For
The City of Eagle Lake
Environmental Mosquito Management (EMM) Program**

Part I. General Service

- A. Computer System and Record Keeping Database
- B. Public Relations and Educational Brochures
- C. Mosquito Hotline Citizen Response – (800) 942-2555
- D. Comprehensive Insurance Coverage for The City of Eagle Lake
- E. Program Consulting and Quality Control Staff
- F. Periodic Advisories and Annual Report
- G. Regulatory compliance on local, state, and federal levels

Part II. Adult Control

A. Adulticiding in Residential Areas:

1. Option 1:

Nine (9) bi-weekly community-wide truck ULV treatments up to 21 miles of streets at \$685.00 per treatment; with Biomist 4+4® or synthetic pyrethroid insecticide. Any additional authorized community ULV treatments will be priced at \$730.00 per treatment.

2. Option 2:

Fifteen (15) weekly community-wide truck ULV treatments up to 21 miles of streets at \$619.50 per treatment; with Biomist 4+4® or synthetic pyrethroid insecticide. Any additional authorized community ULV treatments will be priced at \$670.00 per treatment.

B. Adulticiding Operational Procedures

- 1. Notification of community contact.
- 2. Weather limit monitoring and compliance.
- 3. Notification of residents done by the city.
- 4. ULV particle size evaluation.
- 5. Insecticide dosage and quality control analysis.

per call to Rob, this price includes extra mile for parks & trails. JB

2022 Estimated Payment Total Cost for Part I and II: \$?

****Sales Tax is not charged if Sales Tax Exemption Certificate is on file****

****NPDES Permit:** A National Pollutant Discharge Elimination System (NPDES) permit is necessary for the execution of the work for mosquito control effective October 31, 2011. Any additional costs associated with activities and/or services that may be required by Clarke in order to comply with an NPDES permit are not included in this proposal.

**Clarke Environmental Mosquito Management, Inc.
Client Agreement and Authorization for
The City of Eagle Lake
Environmental Mosquito Management (EMM) Program**

I. **Program Payment Plan:** For Parts I and II as specified in the 2022 Professional Services Cost Outline, the total for the 2022 program is **TBD based on Option Selected Below**. The payments will be invoiced when the treatment is completed. Any additional treatments beyond the core program will also be invoiced when the treatment is completed.

Please Check Box for Option 1

Please Check Box for Option 2

II. **Approved Contract Period and Agreement:**

Please check one of the following contract periods:

2022 Season

2022 - 2024 Season

Price increase not to exceed 3%

Sales Tax is not charged if Sales Tax Exemption Certificate is on file

For customer:

Sign Name: _____ Title: _____ Date: _____

For Clarke Environmental Mosquito Management, Inc.:

Name: Rob Olson Title: Control Consultant Date: 2/23/2022

**Clarke Environmental Mosquito Management, Inc.
Client Authorization for
The City of Eagle Lake
Environmental Mosquito Management (EMM) Program**

Administrative Information:

Invoices should be sent to:

Name: _____
Address: _____
City: _____ State: _____ Zip _____
Office Phone: _____ Fax: _____ P.O. # _____
Email Address: _____ County: _____

****In an effort to be more sustainable, we ask that you provide us with an e-mail address that the invoices should be sent to.****

Treatment Address (if different from above): County: _____

Address: _____
City: _____ State: _____ Zip _____

Contact Person:

Name: _____ Title: _____
Office Phone: _____ Fax: _____ E-Mail: _____
Home Phone: _____ Cell: _____ Pager: _____

Alternate Contact Person:

Name: _____ Title: _____
Office Phone: _____ Fax: _____ E-Mail: _____
Home Phone: _____ Cell: _____ Pager: _____

**Please sign and return a copy of the complete contract for our files to:
Clarke Environmental Mosquito Management, Inc., Rob Olson
20061 Edison Circle East, Clearwater, MN 55320
Email: rolson@clarke.com**

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ASSESSMENT NOTICE

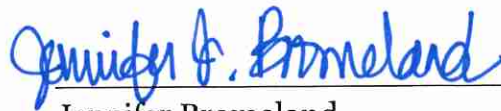
IMPORTANT INFORMATION REGARDING PROPERTY ASSESSMENT AND CLASSIFICATION OF PROPERTY

This may affect your 2023 property taxes.

The Open Book Meeting for the City of Eagle Lake in Blue Earth County, Minnesota will meet at the Blue Earth Co Property & Environmental Resources Office at 9:00AM, Monday - Friday the 18th-22nd of April 2022. The purpose of this meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you disagree with the valuation or classification after discussing it with your assessor, you may appear before the County Board of Appeal and Equalization. The board will review your assessments and may make corrections as needed.

Given under my hand this 8th day of February, 2022.



Jennifer Bromeland

Admin/Clerk of the City of Eagle Lake



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

March 7, 2022

To: Honorable Mayor Auringer and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Summary of Conclusions

A closed session was held at the February 7, 2022 City Council meeting for the purpose of completing the annual performance evaluation of the city administrator. The meeting was closed as permitted by Minnesota Statute 13D.05, subdivision 3(a).

There were 5 rating factors and 19 rating elements used. City administrator Jennifer J. Bromeland received a rating of "meeting standards or exceeding standards" for all the rating factors and elements. Comments included "the need to provide ongoing leadership to senior staff by setting clear expectations to achieve departmental goals, continue displaying a positive attitude and outlook, continue building confidence in decision making, continue displaying a willingness to take on new projects and work, and overall pleased with performance in a variety of areas".

Per Minnesota Statute 13D.05, Subdivision 3, a public body may close a meeting to evaluate the performance of an individual who is subject to its authority. Given the city administrator position is under the direction of the City Council, the evaluation was held at a public meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. No formal action is needed as this summary is included so as to comply with MN Statute 13D.05, Subdivision 3.

Jennifer J. Bromeland
City Administrator

13D.05 MEETINGS HAVING DATA CLASSIFIED AS NOT PUBLIC.

Subdivision 1. **General principles.** (a) Except as provided in this chapter, meetings may not be closed to discuss data that are not public data.

(b) Data that are not public data may be discussed at a meeting subject to this chapter without liability or penalty, if the disclosure relates to a matter within the scope of the public body's authority and is reasonably necessary to conduct the business or agenda item before the public body.

(c) Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

(d) All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the public body. Unless otherwise provided by law, the recordings must be preserved for at least three years after the date of the meeting.

Subd. 2. **When meeting must be closed.** (a) Any portion of a meeting must be closed if expressly required by other law or if the following types of data are discussed:

(1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;

(2) active investigative data as defined in section 13.82, subdivision 7, or internal affairs data relating to allegations of law enforcement personnel misconduct collected or created by a state agency, statewide system, or political subdivision;

(3) educational data, health data, medical data, welfare data, or mental health data that are not public data under section 13.32, 13.3805, subdivision 1, 13.384, or 13.46, subdivision 2 or 7; or

(4) an individual's medical records governed by sections 144.291 to 144.298.

(b) A public body shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

Subd. 3. **What meetings may be closed.** (a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

(b) Meetings may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege.

(c) A public body may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the government entity;

(2) to review confidential or protected nonpublic appraisal data under section 13.44, subdivision 3; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.



Blue Earth County Fair

July 28th – 31st, 2022

PO Box 62 Mankato, MN 56002-0062

Fair Sponsor Form

Due: April 1st*

OFFICE USE	
Rec'd Date	_____
Forward	_____
Called	_____
Emailed	_____
T U Recpt Sent	_____

- Yes**, I/we would like to become a **Sponsor/Vendor/Advertiser** of the 2022 Blue Earth County Fair.
- No, I/we would not like to become a Sponsor/Vendor/Advertise at this time, but thank you for asking.

Fair Sponsorship Levels

- Diamond Level (\$5000)**
--Naming Rights to the Current Fair (first sponsor in)
--receive 8 event passes, logo website, front gate sponsor sign, exhibit space free
- Platinum Level (\$2500)**
--receive 6 event passes, logo on website, front gate sponsor sign
--recognition in print/ exhibit/commercial space free
- Gold Level (\$1000)**
--receive 4 event passes, logo on website, front gate sponsor sign
--recognition print/ commercial space reduce rates
- Bronze Level (\$500)**
--recognition in print & front gate sponsor sign
--logo on website
- Copper Level (\$100)**
--logo on website
--recognition as sponsor in print

In-kind product/service donation description:

Advertise in our Premium Book

Advertising with The Blue Earth County Fair is a great opportunity to promote your business, product, or organization to a large audience in South Central Minnesota. We have a variety of advertising sponsorship opportunities available to meet your needs and budget. Whether you have a physical presence at the Fair or not, we can help you make the impact of your choice.

Our new packages for 2020 feature prominent advertisements on the www.BlueEarthCountyFair.org website. Supporters also have a number of additional placement opportunities, such as physical signage at the Fairgrounds, logo placement on the fair's website, social media mentions, or featured advertisement in the Fair Premium Book (5,000 copies distributed in 2019).

Advertising Categories—

- Full Page Ad (\$400)
- Half Page Ad (\$300)
- Third Page Ad (\$200)
- Quarter Page Ad (\$160)
- Eighth Page Ad (\$85)

Fair Indoor Vendors

Perfect for Business and Crafters
Will NOT be piped and draped
10x8 Booth are \$65*
Additional booths are \$60
NO Personal Power Cords • Power
Cord Rental \$5 each
Table Rental \$10 each
Chair Rental \$2 each

Fair Outdoor Vendors

Perfect for Large Displays
You provide tents, if needed
Choice of size 20x20 \$140,
10x20 \$105, or 10x10 \$70
Personal power cords only with current
Electrical Inspection Certificate
Rental—table \$10 or chair \$2 each

Please print all information clearly.

Name _____

Business/Organization Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Cell _____

Email (needed for Tax Receipt) _____

BUSINESS SPONSORS—

- Your company logo must be received as soon as possible for us to include your information on any promotional materials. Please email a **high-quality logo** to: **info@blueearthcountyfair.org**.
- Submitted logos are preferred in either EPS and AI format, otherwise JPG saved as a high resolution file format with at least 200 dpi or greater.
- Any questions regarding logo submissions can be directed to: **info@blueearthcountyfair.org**
- All donations are tax deductible.

**Please submit your form to
Blue Earth County Fair by April 1st.***

Blue Earth County Fair Association
Attn—BECF Secretary
PO Box 62, Mankato, MN 56002-0062

Any questions please call:
507-420-5689
Leave your first and last name with your
phone number and someone will get back to you.

Make checks payable to the **Blue Earth County Fair Association**.

We sincerely thank you for your generous support.

**Sponsor forms received after due date may not appear in this year's Premium Book.*

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Blue Earth County Fair Association

PO Box 62
Mankato, MN 56002-0062



Board of Directors—

Robin Tietz, President
Dennis Urban, Vice President
Jennifer Ware, Report Secretary
Liz Madsen, Executive Secretary

Directors-at-Large

Micheala Urban
Rodney Blanck
Rich Harding
Courtney Hansen
Karl (Doc) Lysowsky
Melissa Wellnitz
Jeremy Giefer
Jaycee Stiles
Jerry O'Meara
Zachary Rinehart
Louis Lewis
Susan Giefer

Committee Members

Paige Sahr
Timothy Madsen
William Ware
Craig Dumdei
Mitch Geisness
Jessy Spiese
Natalie Flohrs
Chance Sahr

email—
info@blueearthcountyfair.org

Website—
www.blueearthcountyfair.org

January 2022

As the 2021 comes to an end and we begin to plan this year's Fair, we as a Fair Board are reaching out to you for your support.

Let me take a few minutes to introduce myself. My name is Robin Tietz and I am the current Fair Board President and have held that position now for three years and it has been my honor and privilege to serve this county in that capacity. I have been involved with non-profits for most of my life either as a volunteer or as an employee. Let me tell you that through this work, the rewards have been amazing to say the least. So that is why I am reaching out to you and your business seeking your help as we begin to plan the 162nd Blue Earth County Fair and, might I say, we are one of the oldest in the state. Through support from past donors, we have been able to host this event that brings enjoyment to so many people in our county and not only enjoyment, but also a sense of rural Minnesota at it's best.

The mission of the Blue Earth County Fair is "...to provide facilities to accommodate a variety of activities. These facilities will be designed and maintained to serve the activities and needs of 4H youth, individuals, community, and government groups as well as businesses. The primary objective of the Association is to promote, plan, and put on an annual Fair for the benefit of 4-Her's, youth, and adult residents of the Blue Earth County: allowing them to showcase their accomplishments and talents in a safe family atmosphere while providing activities, entertainment and learning opportunities to the diverse residents of the Blue Earth County and surrounding areas."

Your help can be in many forms and the most obvious is through momentary donations including advertising in our Premium Book. We ask you to look at your upcoming budgets and see if there is room to become a sponsor of this amazing event and to become a part of something bigger than you could ever imagine. Maybe you would like to sponsor a particular event or entertainment venue—the possibilities could be and are endless. Secondly, through volunteering to help on one of the 4 days of the Fair in areas like Front Gate welcoming people to the Fair, parking attendants, and grandstand volunteers are just a few of the many opportunities that are available and need assistance in. Finally, maybe you or your business would like to be a vendor at our Fair—showcasing your business and telling our Fairgoers what your business is and what it is about promoting and bringing customers in your doors. Maybe there are areas that I have not mentioned, but you're thinking about doing—something like this we are open to any and all ideas.

Again, thank you for the opportunity in sharing our vision and our mission with you and it is my hope that as you begin to plan for 2022, you consider becoming a sponsor of the Blue Earth County Fair and all that it has in store for the 162nd year. If you have any questions or would like to set down and talk please do not hesitate to give me a call (507) 420-5689.

Hope to see you at the Fair!

Sincerely,

Robin Tietz
President

The Blue Earth County Fair Association vision is

"To promote the diverse agricultural and cultural heritage of Blue Earth County through active participation of its citizens."

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

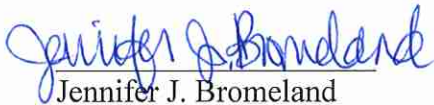
March 7, 2022

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

1. Update on Microphone Order and Installation. Per an email from Video Services, Inc. (VSI), they are waiting on one more piece of equipment to be able to install the microphones. They have the microphones and are waiting on the expander for the DSP. Apparently, the manufacturer for the expander is estimating 14 weeks on orders. VSI will provide updates as they are available. In the short term, the only real option is for everyone that is using the old microphones to remember to speak directly into the microphone. If you sit back and talk, the microphone will not pick up your speech – you must speak directly into the microphone.
2. Music on Parkway, Series #2. A request for funding was submitted to the American Legion Post 617 Gambling Fund. A donation in the amount of \$5,000 was received. In total, there is a budget of \$10,000 to work with for the Music on Parkway series this summer. The Planning Committee (Mayor Auringer, Garrett Steinberg, me, JaDee Pals, and Perry Madden) will be meeting next week to continue planning work. Once the schedule has been determined, it will be communicated to the public.
3. Highway 14/CR 56 Construction. Anne Wolfe with MnDOT was planning to attend this evening's meeting to present staging maps but has since informed that they are a couple months behind and will instead attend an upcoming meeting. Stay tuned.
4. Recap of Recent CGMC Legislative Action Day and Recent Communication with Legislators about Water Improvements Needed in Eagle Lake. A Zoom call was held with local legislators to discuss Eagle Lake's water treatment needs. Both legislators expressed their support for Eagle Lake's project and asked for updated numbers on planning and design so that legislation could be drafted and considered during the bonding session. An update will be provided at the meeting on CGMC's top legislative policies for 2022 that are important to cities like Eagle Lake.
5. Utility Extension Project for 800 and 804 Parkway Avenue. A meeting was recently held with the property owners of 800 and 804 Parkway Avenue to discuss the utility easement needed to be able to extend sewer and water. Letters were sent to the two properties to the west of 800 Parkway Avenue notifying of the possibility of extending utilities contingent upon annexation. One of the property owners has responded and requested a meeting to learn more about what is involved with extending utilities and possible annexation. The property owner is not committing to anything, and this will just be an informational meeting to make them aware of options related to connecting to City utilities.

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6. Status of Agency Street Lighting. Per an update from Xcel Energy, a new light was installed on the north end of the project but the mast arms for the other 9 lights on the existing poles are on back order until mid-June.
7. Upcoming Free EAB Outdoor Field Workshop. A free outdoor EAB field workshop will be held in St. Clair. The public works department will be sending two employees to attend this workshop and I plan to attend one of the workshops as well. Minnesota Department of Agriculture staff will be leading free EAB field workshops at several locations around the state with the closest being St. Clair. These hour-long outdoor workshops will provide an opportunity to get a firsthand look at EAB-infested trees and will assist in becoming familiar with early detection. Workshops are provided free of charge through support from the US Forest Service and the Environment and Natural Resources Trust Fund.
8. Planning and Zoning Related Work. An overview of current planning and zoning work items will be reviewed as it may be more efficient to consider contracting with a consultant for assistance as it relates to specific work items in unique situations where significant staff time and expertise is required.



Jennifer J. Bromeland
City Administrator