

AGENDA
CITY COUNCIL MEETING
February 5, 2024
Council Meeting - 7:00 P.M.

Following Employee Reviews

Stand for The Pledge of Allegiance

To follow: Agenda Approval (motion required)

To follow: Consent Agenda Approval (motion required)

- **Meeting Minutes – January, 2024**
- **Accounts payable, receivables and EFTs for January 2024**
- **Resolution #24-07 – Amending Fee Schedule**
- **Resolution #24-08 – Allocation of capital funds**
- **Resolution #24-09 – Appointing Election Judges for 2024**
- **Resolution #24-10 – Allocation of FD committed funds**
- **2024 Liquor Licenses – Brickyard Bar & Grill**

To follow: Sheriff's Report

To follow: Kathleen Heaney – Sherburne County Attorney annual report

To follow: 1. Public Safety Aid – Fire Department (motion required)

To follow: 2. City Buildings roof damages proposal – Stantec (motion required)

To follow: Employee Reviews (motion required)

To follow: Employee Report – Public Works Director Dustin Lunning

Public participation -

Council reports:

Nuisance

Fire department

Water & sewer

Community development

Clerk - Reschedule March 4th Council Meeting – PNP Election Day

Mayor

New business

Old business

Adjournment

Employee Reviews begin at 6:00 PM

**CONSENT
AGENDA
ITEMS**

**City of Clear Lake
Council Meeting
January 3, 2024**

Council Members: Tim Goenner, Karen White, Kristin Brandt, and Stefany Janish

Members Absent: Chad Nelson

Guests: Patriot Newspaper Reporter Mark Kolbinger, City Resident Ron Juenemann, Royal Renovations Owner Jerid Fischer and Land and Resource Consulting Representative Todd Olin

City Staff: City Clerk Kari Koren and Public Works Director Dustin Luhnig

Mayor Goenner called the Council meeting at 7:00 P.M.

Agenda Approval

- **Motion made by Brandt, seconded by Janish to approve the January 3rd Council meeting agenda with no additions. Motion was approved by majority vote of all members present.**

Consent Agenda Items Approval

- **Mayor Goenner requested a motion for the approval of the consent agenda items. Motion made by Janish, seconded by White to approve the following January 3rd Council meeting consent agenda items.**
 - **Meeting Minutes – December, 2023**
 - **Accounts payable, receivables and EFTs for December 2023**
 - **Resolution #24-01 – Rules & Procedures**
 - **Resolution #24-02 – Official Appointments**
 - **Resolution #24-03 – Clear Lake Lions Gambling**
 - **Resolution #24-04 – St. Marcus Gambling**
 - **Resolution #24-05 – Amending the City fee schedule**
 - **Resolution #24-06 – Allocation to committed funds**
 - **2024 Amended City fee schedule**
 - **2024 Lions Special Events – Fish Fry’s, Steak fry and Wine tasting**
 - **2024 Tobacco Licenses**

Motion was approved by majority vote of all members present.

Sherriff’s Monthly Report

- **Sherburne County Sheriff’s Department Deputy Grams provided the council members with information on calls for the month of December. They were mostly traffic, medical, and domestic in nature. There were 51 calls for service in the month.**

Hunter Lake Bluffs Phase Three Final Plat & Second Amendment to Developers Agreement

- **Prior to approval Mayor Goenner shared some of his concerns with the future park. Mayor Goenner stated when the water and sewer are installed, we need to make sure that it’s stubbed in for the park for future use. Some discussion took place about the out lots and access to them. After review motion made by White, seconded by Brandt to approve the Hunter Lake Bluffs Phase Three Final Plat and the Seconded**

Amendment to the Developers Agreement. Motion approved by majority vote of all members present.

- City Engineer Yapp mentioned that the developer may want to start grading the area if weather permits. The council didn't have any problems with allowing them to do so.

Employee Report – Public Works Director Dustin Luhning

- Luhning did not have anything to report on.

Fire Department

- Fire Chief Ron Koren was present and was looking for approval to purchase a new fire engine. The departments current engine is in need of being replaced. The new trucks price is coming in at \$689,675.00. Currently the fire department has \$608,540 saved in capital replacement funds that will be used to purchase the new truck. The fire department is looking for approval for the following...
 - Moving the capital equipment replacement fund in the amount of \$91,540.00 to the vehicle equipment replacement fund.
 - Moving forward with financing \$100,000.00 in order to equip the truck.

Motion made by Brandt, seconded by Janish to approve the moving of the \$91,540.00 funds to the vehicle equipment replacement fund and to approve moving forward with the purchase of the new fire engine and not to exceed \$709,540.00. Motion was approved by majority vote of all members present.

Water & Sewer

- City Engineer Yapp advised the council that the Parkside Developer is looking to get a general consent from the council on allowing them to allow the certificate of occupancy's to be given knowing that there are still some outstanding items that need attention on the lift station. The council gave their consent.

Clerk

- Clerk Koren requested that employee reviews are scheduled an hour prior to the regular February council meeting. Employee reviews will begin 6 P.M.

Adjournment

- **Motion made by Brandt, seconded by White to adjourn the Council Meeting at 7:21 P.M. Motion was approved by majority vote of all members present.**

Tim Goenner, Mayor

Kari Koren, City Clerk

Checks for Month

100 SHERBURNE STATE BANK

Since JANUARY 2024

Begin Balance \$508,279.69

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	01-24WS	1/3/2024	-\$1,510.70	01-24WS	UB Receipt Serv 1 WATER	\$509,790.39
Deposit	CC47.83	1/3/2024	-\$153.40	CC47.83	UB Receipt Serv 1 WATER	\$509,943.79
Deposit	CC47-8587	1/3/2024	-\$229.68	CC47-8587	UB Receipt Serv 1 WATER	\$510,173.47
Deposit	CC47.79	1/3/2024	-\$483.06	CC47.79	UB Receipt Serv 1 WATER	\$510,656.53
Deposit	47.8590	1/3/2024	-\$383.85	47.8590	UB Receipt Serv 1 WATER	\$511,040.38
Deposit	CC47.78808182	1/3/2024	-\$418.15	CC47.78808182	UB Receipt Serv 1 WATER	\$511,458.53
Deposit	CC47.848689	1/3/2024	-\$386.95	CC47.848689	UB Receipt Serv 1 WATER	\$511,845.48
Deposit	20240103UB0	1/3/2024	\$0.00	20240103UB0	UB Receipt Serv 1 WATER	\$511,845.48
Deposit	CC47.94	1/9/2024	-\$254.94	CC47.94	UB Receipt Serv 1 WATER	\$512,100.42
Deposit	CC47.9596	1/9/2024	-\$603.92	CC47.9596	UB Receipt Serv 1 WATER	\$512,704.34
Deposit	CC47.9392	1/9/2024	-\$207.28	CC47.9392	UB Receipt Serv 1 WATER	\$512,911.62
Deposit	CC47.91	1/9/2024	-\$150.94	CC47.91	UB Receipt Serv 1 WATER	\$513,062.56
Deposit	CC47.9799	1/9/2024	-\$426.20	CC47.9799	UB Receipt Serv 1 WATER	\$513,488.76
Deposit	CC48.00	1/9/2024	-\$98.54	CC48.00	UB Receipt Serv 1 WATER	\$513,587.30
Deposit	CC47.9848.01	1/9/2024	-\$223.46	CC47.9848.01	UB Receipt Serv 1 WATER	\$513,810.76
Deposit	02-24	1/9/2024	-\$3,926.00	02-24	FD DONATION	\$517,736.76
Deposit	CC48.020304	1/10/2024	-\$263.88	CC48.020304	UB Receipt Serv 1 WATER	\$518,000.64
Deposit	EFT 493	1/10/2024	-\$59.99	EFT 493	SHERBURNE FINES	\$518,060.63
Deposit	03-24WS	1/10/2024	-\$3,657.47	03-24WS	UB Receipt Serv 1 WATER	\$521,718.10
Deposit	EFT 494	1/16/2024	-\$250.00	EFT 494	FIRE TRNG. REIMBURSE	\$521,968.10
Deposit	04-24WS	1/17/2024	-\$4,412.85	04-24WS	UB Receipt Serv 1 WATER	\$526,380.95
Deposit	CC48.05	1/17/2024	-\$115.35	CC48.05	UB Receipt Serv 1 WATER	\$526,496.30
Deposit	CC48.06	1/17/2024	-\$110.17	CC48.06	UB Receipt Serv 1 WATER	\$526,606.47
Deposit	CC48.11	1/17/2024	-\$119.32	CC48.11	UB Receipt Serv 1 WATER	\$526,725.79
Deposit	CC48.0708	1/17/2024	-\$247.24	CC48.0708	UB Receipt Serv 1 WATER	\$526,973.03
Deposit	CC48.0910	1/17/2024	-\$581.73	CC48.0910	UB Receipt Serv 1 WATER	\$527,554.76
Deposit	CC48.12131415	1/22/2024	-\$622.77	CC48.12131415	UB Receipt Serv 1 WATER	\$528,177.53
Deposit	CC48.18	1/22/2024	-\$122.32	CC48.18	UB Receipt Serv 1 WATER	\$528,299.85
Deposit	CC48.16	1/22/2024	-\$144.40	CC48.16	UB Receipt Serv 1 WATER	\$528,444.25
Deposit	CC48.23	1/22/2024	-\$92.76	CC48.23	UB Receipt Serv 1 WATER	\$528,537.01
Deposit	CC48.1917	1/22/2024	-\$667.55	CC48.1917	UB Receipt Serv 1 WATER	\$529,204.56
Deposit	CC48.2021	1/22/2024	-\$371.25	CC48.2021	UB Receipt Serv 1 WATER	\$529,575.81
Deposit	CC48.252627	1/22/2024	-\$334.96	CC48.252627	UB Receipt Serv 1 WATER	\$529,910.77
Deposit	05-24WS	1/29/2024	-\$9,630.88	05-24WS	UB Receipt Serv 1 WATER	\$539,541.65
Deposit	CC48.2224	1/29/2024	-\$172.96	CC48.2224	UB Receipt Serv 1 WATER	\$539,714.61
Deposit	CC48.28	1/29/2024	-\$138.67	CC48.28	UB Receipt Serv 1 WATER	\$539,853.28
Deposit	CC48.29	1/29/2024	-\$116.09	CC48.29	UB Receipt Serv 1 WATER	\$539,969.37
Deposit	CC48.3031	1/29/2024	-\$235.96	CC48.3031	UB Receipt Serv 1 WATER	\$540,205.33
Deposit	CC48.3536	1/29/2024	-\$239.10	CC48.3536	UB Receipt Serv 1 WATER	\$540,444.43
Deposit	CC48.323334	1/29/2024	-\$510.19	CC48.323334	UB Receipt Serv 1 WATER	\$540,954.62
Deposit	CC48.39	1/29/2024	-\$182.37	CC48.39	UB Receipt Serv 1 WATER	\$541,136.99
Deposit	06-24WS	1/31/2024	-\$7,155.66	06-24WS	UB Receipt Serv 1 WATER	\$548,292.65
Deposit	07-24	1/31/2024	-\$15,311.48	07-24	LGI HOMES - NEW HOME	\$563,604.13
Deposit	CC48.3738	1/31/2024	-\$187.76	CC48.3738	UB Receipt Serv 1 WATER	\$563,791.89
Deposit	CC48.4041	1/31/2024	-\$208.22	CC48.4041	UB Receipt Serv 1 WATER	\$564,000.11
Deposit	CC48.424849	1/31/2024	-\$384.21	CC48.424849	UB Receipt Serv 1 WATER	\$564,384.32
Deposit	CC48.4344454647	1/31/2024	-\$657.68	CC48.4344454647	UB Receipt Serv 1 WATER	\$565,042.00
001721E	MN DEPT OF REVENUE	1/4/2024	\$348.21	PAYEFT1424	PAY WITH HOLDING	\$564,693.79
001722E	INTERNAL REVENUE SERVI	1/4/2024	\$1,430.84	PAYEFT1424	PAY WITH HOLDING	\$563,262.95
001723E	PERA	1/4/2024	\$898.36	PAYEFT1424	PAY WITH HOLDING	\$562,364.59
001724E	WEX BANK	1/8/2024	\$342.89	EFT 1724	FD FUEL	\$562,021.70
001725E	MN DEPT OF REVENUE	1/9/2024	\$488.00	EFT 1725	4TH QUARTER SALES TA	\$561,533.70
001726E	HEALTH PARTNERS	1/10/2024	\$210.03	EFT 1726	DENTAL	\$561,323.67
001727E	MN DEPT OF REVENUE	1/18/2024	\$355.41	PAY EFTS11824	PAY WITH HOLDING	\$560,968.26
001728E	INTERNAL REVENUE SERVI	1/18/2024	\$1,455.09	PAY EFTS11824	PAY WITH HOLDING	\$559,513.17
001729E	PERA	1/18/2024	\$912.93	PAY EFTS11824	PAY WITH HOLDING	\$558,600.24
001730E	UNITED HEALTH CARE	1/18/2024	\$2,101.45	EFT 1730	HEALTH INS.	\$556,498.79
028284	KOREN, KARI	1/4/2024	\$1,736.45	PAY20240101.00		\$554,762.34

Checks for Month

100 SHERBURNE STATE BANK

Since JANUARY 2024

Begin Balance \$508,279.69

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
028285	LANDWEHR, MATTHEW	1/4/2024	\$1,114.84	PAY20240101.00		\$553,647.50
028286	LUHNING, DUSTIN, J	1/4/2024	\$1,980.22	PAY20240101.00		\$551,667.28
028287	CENTRAL MINN MUTUAL AID	1/4/2024	\$50.00	1424VEND	ANNUAL DUES	\$551,617.28
028288	CLEARWATER PARTS CITY	1/4/2024	\$166.95	1424VEND	PARTS	\$551,450.33
028289	GOPHER STATE ONE-CALL,	1/4/2024	\$13.50	1424VEND	LOCATES	\$551,436.83
028290	HOME DEPOT	1/4/2024	\$222.58	1424VEND	JACK AND OIL	\$551,214.25
028291	KOREN, RONALD	1/4/2024	\$143.75	1424VEND	MILEAGE REIMBURSEME	\$551,070.50
028292	MIDCONTINENT COMMUNIC	1/4/2024	\$87.39	1424VEND	INTERNET	\$550,983.11
028293	RESOURCE TRAINING & SO	1/4/2024	\$75.00	1424VEND	ANNUAL DUES	\$550,908.11
028294	SAMS CLUB MC/SYNCB	1/4/2024	\$1,439.29	1424VEND	CC CHARGES	\$549,468.82
028295	SCHULD, BARRY	1/4/2024	\$143.75	1424VEND	MILEAGE REIMBURSEME	\$549,325.07
028296	TARGET SOLUTIONS	1/4/2024	\$5,596.88	1424VEND	ANNUAL FEE	\$543,728.19
028297	WELLS FARGO BUSINESS C	1/4/2024	\$2,677.00	1424VEND	CC CHARGES	\$541,051.19
028298	KOREN, KARI	1/18/2024	\$1,821.97	PAY20240102.00		\$539,229.22
028299	LANDWEHR, MATTHEW	1/18/2024	\$1,044.22	PAY20240102.00		\$538,185.00
028300	LUHNING, DUSTIN, J	1/18/2024	\$1,919.08	PAY20240102.00		\$536,265.92
028301	ALLSPEC SERVICES, LLC	1/18/2024	\$1,010.70	11824VEND	BLDG. INSP.	\$535,255.22
028302	BANYON DATA SYSTEMS	1/18/2024	\$1,190.00	11824VEND	UTILITY ANNUAL SUPPO	\$534,065.22
028303	BRIGGS LAKE GENERAL ST	1/18/2024	\$156.12	11824VEND	STATION 2 CHARGES	\$533,909.10
028304	CLEAR LAKE FIRE FIGHTER	1/18/2024	\$2,000.00	11824VEND	2022 SPECIAL FUND	\$531,909.10
028305	CLEARWATER PARTS CITY	1/18/2024	\$247.43	11824VEND	PUBLIC WORKS	\$531,661.67
028306	FRONTIER	1/18/2024	\$241.66	11824VEND	PHONE/INTERNET	\$531,420.01
028307	GALLS, LLC	1/18/2024	\$142.03	11824VEND	FF LITFIN UNIFORM	\$531,277.98
028308	GLM DISPLAYS	1/18/2024	\$305.91	11824VEND	PATIENT MEDICAL FORM	\$530,972.07
028309	MIDCONTINENT COMMUNIC	1/18/2024	\$34.84	11824VEND	INTERNET	\$530,937.23
028310	NORTH SHORE COMPRESS	1/18/2024	\$1,228.90	11824VEND	FD ANNUAL COMPRESS	\$529,708.33
028311	PALMER TOWNSHIP	1/18/2024	\$422.10	11824VEND	STATION 2 UTILITIES	\$529,286.23
028312	QUADIANT LEASING	1/18/2024	\$462.06	11824VEND	POSTAGE MACHINE LEA	\$528,824.17
028313	RALPHIES CLEAR LAKE	1/18/2024	\$181.94	11824VEND	FUEL	\$528,642.23
028314	SHARETECH	1/18/2024	\$110.00	11824VEND	UPDATES	\$528,532.23
028315	WASTE MANAGEMENT OF	1/18/2024	\$242.95	11824VEND	REFUSE REMOVAL	\$528,289.28
028316	X-CEL ENERGY, INC.	1/18/2024	\$1,019.51	11824VEND	STREET LIGHTS	\$527,269.77
028317	AT&T MOBILITY	1/25/2024	\$112.14	12524VEND	FD IPADS	\$527,157.63
028318	AUTHORITY, SEWER, CLEA	1/25/2024	\$10,587.10	12524VEND	DECEMBERS SEWER US	\$516,570.53
028319	BATTERIES PLUS	1/25/2024	\$254.98	12524VEND	FD	\$516,315.55
028320	BERGANKDV, LTD	1/25/2024	\$17,500.00	12524VEND	ANNUAL AUDIT	\$498,815.55
028321	CLEAR LAKE FIRE FIGHTER	1/25/2024	\$12,000.00	12524VEND	2022 ANNUAL DEPOSIT	\$486,815.55
028322	DEPT. OF EMPLOYMENT & E	1/25/2024	\$10.40	12524VEND	4TH QUARTER	\$486,805.15
028323	DVS RENEWAL	1/25/2024	\$81.00	12524VEND	RENEWAL TABS	\$486,724.15
028324	HAWKINS WATER TREATME	1/25/2024	\$40.00	12524VEND	CYLINDER RENTALS	\$486,684.15
028325	HSA BANK	1/25/2024	\$7.50	12524VEND	BANK FEES	\$486,676.65
028326	METRO SALES INC.	1/25/2024	\$203.05	12524VEND	COPIER RENTALS	\$486,473.60
028327	NEW LANE FINANCE COMP	1/25/2024	\$309.81	12524VEND	PHONES	\$486,163.79
028328	RATWIK, ROSZAK & MALON	1/25/2024	\$658.50	12524VEND	LEGAL	\$485,505.29
028329	SHERBURNE COUNTY ATTO	1/25/2024	\$29.99	12524VEND	PROSECUTION FEES	\$485,475.30
028330	SHERBURNE COUNTY AUDI	1/25/2024	\$92.65	12524VEND	TAX NOTICES	\$485,382.65
028331	STANTEC	1/25/2024	\$618.00	12524VEND	ENGINEERING	\$484,764.65
028332	X-CEL ENERGY, INC.	1/25/2024	\$859.43	12524VEND	WELL 3	\$483,905.22
	Deposits	\$56,762.31				
	Checks	-\$81,136.78				
						-\$24,374.47

FILTER: (((Act Year]='2024' and [period] in (1))) and ((true)) and [Cash Act]='100'

**RESOLUTION # 24-07
CITY OF CLEAR LAKE
RESOLUTION AMENDING THE FEE SCHEDULE**

WHEREAS, the City has an adopted fee schedule for various costs charged to users of City services; and

WHEREAS, the City finds it necessary to make changes to the fee schedule.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLEAR LAKE AS FOLLOWS:

1. Decreased Sewer Base fee to \$50.00
2. Added a new Sewer Capital Replacement Surcharge \$5.00 per month

WHEREAS, Items listed above are suggestions by Clerk Koren, any changes will be noted in meeting minutes

WHERE UPON, said resolution was declared duly passed and adopted by the Clear Lake City Council this 5th day of February, 2024.

Tim Goenner – Mayor

ATTEST:

Kari Koren - City Clerk

(seal)

CITY OF CLEAR LAKE –2024 FEE SCHEDULE

GENERAL FEES:

Animal Licensing & Fines

Permanent Dog License (over 6 mos. of age).....	10.00
Replacement Dog Tag.....	2.00
Fine for Unlicensed Dog.....	50.00
Impound Fees.....	50.00

Assessment Searches (per tax parcel).....30.00

Building Permitssee 1997 Uniform Building Code

Flat Rate Permit Fees (applies only to single or duplex family homes-all others are charged per sliding fee schedule)

All flat rate fees must add State Surcharge Fees (0.0005 multiplied by valuation)

Fence Permit.....	15.00
Re-roof Permit.....	50.00
Re-siding Permit.....	50.00
Window Replacement.....	50.00
Sign Permit.....	15.00
Plan Review Fee.....	65% of Permit Fee
Sod Deposit per lot.....	2,000.00

Failure to obtain a building permit fine will be an additional 100% of the permit cost.

Demolition Permit.....	40.00
Septic Permit.....	125.00
Swimming Pool (in ground).....	100.00

Cigarette and Tobacco License.....renews in January.....100.00

Communication Tower Rental AG... (annual).....600.00

Document Services

Photocopies.....	25 cents per page
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Liquor Licensing	
On Sale License.....renews in June.....	2,000.00
Off Sale License.....renews in June.....	100.00
Special Sunday On Sale License....renews in June.....	200.00
On Sale Wine License.....renews in June.....	100.00
Special 2:00AM Closing.....renews in June.....	N/C

NSF Checks.....40.00

Peddlers and Transient Merchant Fee..... 100.00

Service and Abatement Fees

Snow Removal Fee.....	75.00 HR
Grass Mowing Fee.....	85.00 HR
Refuse Removal.....	85.00 HR
Abatements.....cost +	60.00HR

Right of Way Permit..... 150.00

PLANNING AND ZONING FEES:

In addition to the fees listed, City Engineer, City Attorney, City Planning Consultant, or other consultant fees will be charged on an actual cost basis.

Public Hearing Fee.....	500.00
Subdivision Administrative.....	150.00
Subdivision Minor.....	150.00
Subdivision Preliminary Plat.....	150.00
Subdivision Others.....	150.00
One Lot Minor Subdivision.....	450.00
Park and Trail Dedication Feeper Lot.....	1,150.00
Parkside Development ONLY.....	750.00
Vacate Property.....	100.00
Wetland Application.....cost +.....	500.00
Escrow Deposits.....per development agreement	
Final Plat.....	500.00
Lot Split/Consolidation.....	300.00

WATER AND SEWER FEES:

Water Charges:

Residential -

Base Fee11.00

Flow Fee..... 6.40 (per 1,000 to 99,999 gallons or increment thereof

MDS Test Fee.....set by MN Dept. of Health

Conservation Rate.....\$7.50 (from 9,999 and up gallons and up for connections with an irrigation meter)

Water Hook Up and Inspection Fee.....500.00

Irrigation Meter.....289.00 plus tax
(meter prices are subject to change)

Irrigation Base...4.00 – during summer months

Irrigation Flow...6.40 per 1,000 gallons

Irrigation Inspection (by City Maintenance Supervisor).....75.00

5/8" Water Meter Charge.....248.00

3/4" Water Meter Charge.....285.00

1" Water Meter Charge.....340.00

Meter Cost over 1".....cost + connections

Hydrant Water Use.....connect fee.....50.00

Hydrant Water \$10.00 per 1,000 gallons + sales tax

Delinquent Water Bill Penalty.....monthly.....10.00

Water Access Charge (WAC).....2,650.00

Water Access Charge Hunter Lake Bluffs phase two.....2,252.50

SEWER CHARGES:

Base Fee50.00

Flow Fee 13.64 (per 1,000 gallons or increment thereof based on water use)

Sewer Only Flat Rate.....monthly.....110.00

Sewer Hook Up and Inspection Fee500.00

Delinquent Sewer Bill Penalty.....monthly.....10.00

Sewer Access Charge (SAC).....6,916.00
 Sewer Access Charge Hunter Lake Bluffs phase two.....5,878.60
 Sewer Surcharge Fee to CLCWSA.....\$5.00 monthly per user

WATER AND SEWER SERVICE FEES:

NSF Checks.....per check.....40.00

Disconnect Fee.....delinquent amt. pd. In full +50.00

Labor Rates:

General.....55.00.. Minimum Charge
 Raising / Lowering, Repair Curb Stops.....winter.....60.00
 Raising / Lowering, Repair Curb Stops.....summer.....40.00

FACILITY RENTAL FEES:

Damage Deposits will be required.....(refundable).....200.00

City Hall:

Non residents of City for personal use.....100.00
 Annual Contract Monthly Rate.....(11 months at regular rate, 12th month free)
 Residents of City personal use.....50.00
 Service Organizations (Lion's, Legion, etc.).....N/C
 City Staff, FD Employees, Council50.00
 Non-Profit Organizations (Girl Scouts, Food Shelf, etc.)..... N/C
 Clubs, Groups personal use.....50.00
 Charitable.....50.00
 Religious, Church..... N/C
 Schools, Education.....50.00

Goenner Pavilion:

Summer months only-150.00
 (includes kitchen)
 Residents of City personal use.....50.00
 Service Organizations (Lion's, Legion, etc.).....N/C
 City Staff, FD Employees, Council50.00
 Non-Profit Organizations (Girl Scouts, Food Shelf, etc.)..... N/C
 Clubs, Groups personal use.....50.00
 Charitable.....50.00
 Religious, Church..... N/C

Schools, Education.....50.00

ELECTED OFFICIALS: After 2024 Elections – starting 2025

Mayor.....150.00 per meeting
Council Member.....125.00 per meeting

FIRE DEPARTMENT FEES:

Report Fee.....25.00
Illegal Fires.....500.00 per hour
Car Fires.....500.00 per hour
Car accident.....500.00 per hour
False Alarms 500.00 will be charged after the second false alarm within one year
Fire Suppression Foam.....current vendor rate
Specialty Equipment used for fire.....current rate
Training other Fire Departments.....current rate,
depending on training provided

No fee will be charged for any medical emergencies unless fire equipment is dispatched

PETTY MISDEMEANOR, MISDEMEANOR, AND GROSS MISDEMEANOR VIOLATION FINES

For purposes of the annual fee schedule, the fines, up to the maximum allowed by law, shall be imposed by City Council on a case by case basis as deemed merited by the nature and severity of the offense under which the violation of ordinance occurred.

PETTY MISDEMEANOR-Examples of petty misdemeanors include minor traffic offences such as speeding. A person will not serve jail time if they are convicted of a petty misdemeanor. The maximum penalty is a \$300 fine. A petty misdemeanor is not a criminal offense.

MISDEMEANOR-Examples of misdemeanor cases include: disorderly conduct, thefts of \$500 or less where a dangerous weapon was not involved, first time DWI where the reading was .08 or more but less than .20, and first time 5th degree assault. The maximum penalty for a misdemeanor is 90 days in jail and/or a \$1,000 fine.

GROSS MISDEMEANOR-Examples of some gross misdemeanors include but are not limited to: first time DWI with test result of .20 or more, some repeat DWI offenses, fifth degree criminal sexual conduct, and certain theft charges where a dangerous weapon was not used and the amount of the alleged theft was more than \$500 but not more than \$1,000. The maximum penalty for a gross misdemeanor is one year in jail and/or a \$3,000 fine.

TRAFFIC FINE SCHEDULE PER CHAPTER 5 OF CITY CODE

Speeding 1-10 mph over limit	\$125.00
Speeding 11-14 mph over limit	\$135.00
Speeding 15-19 mph over limit	\$145.00
Speeding 20-25 mph over limit	\$225.00
Speeding 26-30 mph over limit	\$285.00
Speeding 31mph or more over limit	\$385.00
Over center line	\$135.00
Following too close	\$135.00
Semaphore or Stop Sign	\$135.00
Improper passing, turning, lane use	\$135.00
Failure to Yield	\$135.00
Exhibition driving	\$125.00
Unreasonable acceleration	\$125.00
Careless driving	\$185.00
Driving after suspension	\$285.00
Driving after revocation	\$285.00
Driving after cancellation	\$285.00
No insurance	\$285.00
No proof of insurance	\$285.00
Expired plates	\$115.00
Fail to display current registration	\$115.00
Open bottle	COURT
Minor consumption	\$185.00
Seat belt violation	\$110.00
Child restraint violation	\$135.00
Illegal window tint	\$135.00
Loud muffler	\$115.00
Loud sound/radio	\$105.00

**RESOLUTION NO. 24-08
A RESOLUTION AUTHORIZING
MOVEMENT AND ALLOCATION OF CAPITAL FUND BALANCES
AS OF DECEMBER 31, 2023**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CLEAR LAKE, SHERBURNE COUNTY, MINNESOTA, for the following revenue fund transfers,

WHEREAS, appropriation fund transfers are required to synchronize accounting and budgeting procedures for the previous year and

NOW, THEREFORE BE IT RESOLVED that the following fund transfer are authorized as follows:

Transfer from	Transfer to	Amount
FD Capital Equipment	FD Capital Vehicle	\$91,540.00

This transfer is being done in order to increase the FD capital vehicle replacement fund in order to purchase a new fire engine.

This Resolution shall become effective immediately upon adoption by the Clear Lake City Council duly passed and adopted this 5th day of February 2024.

Tim Goenner, Mayor

Kari Koren, City Clerk/Treasurer

(seal)

**RESOLUTION NO. 24-09
A RESOLUTION ADOPTING ELECTION JUDGES AND APPOINTING ELECTION
JUDGES FOR ALL OF THE
2024 ELECTIONS**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CLEAR LAKE, SHERBURNE COUNTY, MINNESOTA, is required by MS 204B.21, Sec. 2 to officially approve the appointment of election judges; and

WHEREAS, the Council of the City of Clear Lake hereby adopts the judges listed on this Resolution as the official judges for the 2024 elections with the understanding that amendments by the Head Judge may be necessary to the appointments in order to fill vacancies and meet party requirements.

NOW, THEREFORE BE IT RESOLVED, by the Council of the City of Clear Lake that names listed in the Resolution are the official Election Judges for the City of Clear Lake for the 2024 elections.

Kari Koren – Head Judge
Kimberly Holly – Judge
Kailey Morris – Judge

Stephanie Ulwelling – Head Judge
Samantha Luhning – Judge

This Resolution shall become effective immediately upon adoption by the Clear Lake City Council duly passed and adopted this 5th day of February 2024.

Tim Goenner, Mayor

Kari Koren, City Clerk/Treasurer

(seal)

**RESOLUTION NO. 24-10
A RESOLUTION AUTHORIZING
ALLOCATION OF FIRE DEPARTMENT COMMITTED CAPITAL FUND BALANCES
AS OF DECEMBER 31, 2023**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CLEAR LAKE, SHERBURNE COUNTY, MINNESOTA, for the following Fire Department committed fund balances as of December 31, 2023,

WHEREAS, appropriation of capital fund transfers is required to synchronize accounting and budgeting procedures for the previous year and

NOW, THEREFORE BE IT RESOLVED that the following allocations are authorized as follows:

FUND	AMOUNT TRANSFERRED	FUND TOTAL
Vehicle Replacement Fund	\$82,500.00	\$692,027.00
Equipment Replacement Fund	\$10,000.00	\$26,856.00
Capital Equipment Replacement	\$10,000.00	\$10,000.00
Capital Building Fund	\$31,613.00	\$94,990.00

These allocations are being done in order to increase the FD capital funds after the annual audit,

This Resolution shall become effective immediately upon adoption by the Clear Lake City Council duly passed and adopted this 5th day of February 2024.

Tim Goenner, Mayor

Kari Koren, City Clerk/Treasurer

(seal)

2023 Committed Fund Balances

TOTALS WITHOUT DESCRIPTIONS

Vehicle Replacement Fund

\$692,027.00

Equipment Replacement Fund

\$26,856.00

Capital Equipment Replacement Fund

\$10,000.00

Capital Building Fund

\$94,990.00

Total committed balance - \$823,873.00


These totals were calculated after completion of the 2023 audit. Audit conducted by Bergan KDV.



Ron Koren – Fire Chief

1/29/24

Date



Kari Koren – City Clerk

4/30/24

Date

2023 Committed Fund Balances

Vehicle Replacement Fund

\$692,027.00 (after adding \$52,500.00 budget) plus an additional \$20,000.00 plus moving \$91,540.00 and also adding \$10,000.00 (from interest)

Equipment Replacement Fund

\$26,856.00 (after adding \$10,000.00 from interest)

Capital Equipment Replacement Fund

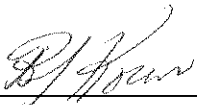
\$0 (moved to vehicle fund via Resolution 24-07)
\$10,000.00 (after adding interest)

Capital Building Fund

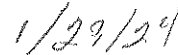
\$94,990.00 (after adding \$22,346 from budget excess) (after adding \$9,267.00 from interest)

Total committed balance - \$823,873.00

These totals were calculated after completion of the 2023 audit. Audit conducted by Bergan KDV.



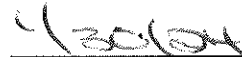
Ron Koren – Fire Chief



Date



Kari Koren – City Clerk



Date

On Sale Liquor License

\$2,000.00

State of Minnesota,
County of Sherburne

License Number: 03-24

Municipality of Clear Lake

PURSUANT TO APPLICATION THEREFORE, payment of a fee of \$2,000.00, and upon investigation and satisfactory evidence of the licensee herein named to receive the same and that the place of sale hereinafter described is a proper and legal place therefore,


An On Sale Liquor License is hereby Granted to

Licensee Frey Inc. DBA Brickyard Bar & Grill Inc. beginning on 3/31/2024 and ending on 3/31/2025, TO SELL INTOXICATING LIQUORS as defined by law AT RETAIL ONLY FOR CONSUMPTION "ON THE PREMISES described as Brickyard Bar & Grill at 8475 Center St. IN THE MUNICIPALITY OF CLEAR LAKE in said County and State, at which premises said licensee control and operate a Bar and Restaurant as defined by law and which has facilities for serving not less than 30 guests at one time; subject, however to the laws of the United States, the laws of the State of Minnesota, the regulations and ordinances of said municipality, and the rules and regulations of the LIQUOR CONTROL COMMISSIONER, relating to the sale and distribution of intoxicating liquors, hereby made a part hereof, and subject to revocation according to law for violation thereof.

This License is non-transferable except by consent of the authority issuing the same.

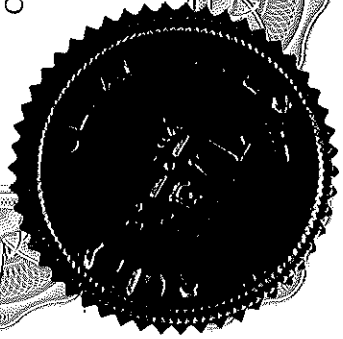
WITNESS THE GOVERNING BODY OF THE MUNICIPALITY OF CLEAR LAKE and seal thereof this 31st day of March, 2024.

Attest:


City Clerk/Treasurer

The City Council of the City of Clear Lake

Mayor or Acting Mayor



Special Sunday On Sale Liquor License

\$200.00

License Number: 03-24

State of Minnesota,
County of Sherburne

Municipality of Clear Lake

PURSUANT TO APPLICATION THEREFORE, payment of a fee of \$200.00, and upon investigation and satisfactory evidence of the licensee herein named to receive the same and that the place of sale hereinafter described is a proper and legal place therefore,

A Special Sunday On Sale Liquor License is hereby Granted to

Licensee Frey Inc. DBA Brickyard Bar & Grill Inc. beginning on 3/31/2024 and ending on 3/31/2025, TO SELL INTOXICATING LIQUORS as defined by law AT RETAIL ONLY FOR CONSUMPTION "ON THE PREMISES described as Brickyard Bar & Grill at 8475 Center St. IN THE MUNICIPALITY OF CLEAR LAKE in said County and

State, at which premises said licensee control and operate a **Bar and Restaurant** as defined by law and which has facilities for serving not less than 30 guests at one time; subject, however to the laws of the United States, the laws of the State of Minnesota, the regulations and ordinances of said municipality, and the rules and regulations of the LIQUOR CONTROL COMMISSIONER, relating to the sale and distribution of intoxicating liquors, hereby made a part hereof, and subject to revocation according to law for violation thereof.

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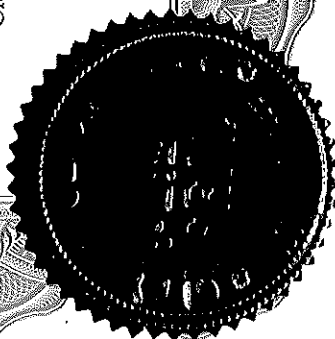
WITNESS THE GOVERNING BODY OF THE MUNICIPALITY OF CLEAR LAKE and seal thereof this 31st day of March, 2024.

Attest:


City Clerk/Treasurer

The City Council of the City of Clear Lake

Mayor or Acting Mayor



One-time aid for cities for a public safety purpose will be sent out on Dec. 26, 2023.

The 2023 omnibus tax bill included \$210 million in one-time public safety aid that will be distributed on Dec. 26, 2023, to cities across the state. Unlike local government aid, this aid cannot be used for general purposes, but instead must be used to “provide public safety.”

Eligible and ineligible uses of the aid

The authorizing language in the law provides categories of eligible spending, but the list is not exhaustive. It is also important to note that while legislators expected most of these funds to be used for police and fire expenses, it was intentionally written in a broad way that would allow for other uses as well. The allowable uses named in the new law include:

- Community violence prevention.
- Community intervention programs.
- Community engagement.
- Mental health crisis responses.
- Victim services.
- Training programs.
- First responder wellness.
- Equipment related to fire, rescue, and emergency services.
- Other personnel or equipment costs.

The law also specifically calls out certain uses that are not eligible. Ineligible uses include:

- Employer contribution to the Public Employees Retirement Association Police and Fire Plan if the local unit received police state aid in 2022.
- Any costs associated with alleged wrongdoing or misconduct.
- Purchase of an armored or tactical vehicle or substantially similar vehicle.
- Purchase of tear gas, chemical munitions, or substantially similar items.
- Costs of construction, reconstruction, remodeling, expansion, or improvement of a police station, including related facilities. “Related facilities” includes access roads, lighting, sidewalks, and utility components on or adjacent to the property on which the police station is located that are necessary for access to and use of the building.

Considerations for cities


**DEPARTMENT
OF REVENUE**

CITY/TOWN NAME	Certified 2023 Public Safety Aid
TOTALS	\$210,000,000
BYRON	\$286,761
CALEDONIA	\$124,323
CALLAWAY	\$8,446
CALUMET	\$14,485
CAMBRIDGE	\$431,564
CAMPBELL	\$6,958
CANBY	\$72,730
CANNON FALLS	\$185,369
CANTON	\$13,653
CARLOS	\$21,793
CARLTON	\$42,054
CARVER	\$256,479
CASS LAKE	\$30,063
CEDAR MILLS	\$2,757
CENTER CITY	\$27,963
CENTERVILLE	\$171,190
CEYLON	\$13,172
CHAMPLIN	\$1,040,883
CHANDLER	\$12,078
CHANHASSEN	\$1,134,967
CHASKA	\$1,222,269
CHATFIELD	\$131,719
CHICKAMAW BEACH	\$5,689
CHISAGO CITY	\$246,458
CHISHOLM	\$207,074
CHOKIO	\$17,329
CIRCLE PINES	\$217,664
CLARA CITY	\$61,790
CLAREMONT	\$22,318
CLARISSA	\$28,751
CLARKFIELD	\$36,409
CLARKS GROVE	\$30,063
CLEAR LAKE	\$28,488
CLEARBROOK	\$20,173
CLEARWATER	\$91,372
CLEMENTS	\$6,608
CLEVELAND	\$33,214



Stantec Architecture Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402

January 16, 2024

Ms. Karl Koren
City of Clear Lake
7684 1st Avenue West
Clear Lake, MN 55319

Reference: Clear Lake Roof Hail Damage Revised Proposal

Dear Kari,

Thank you for the opportunity to submit this revised proposal to provide professional architectural and engineering design and bidding phase services for the above-mentioned project. This proposal has been revised based on discussions between Keith Yapp and Mr. Chris Otto.

Based on my site visit of October 31, 2023, we understand this project will include roof replacement and some door replacements at the following buildings/structures:

1. Public Works Building – metal roofing
2. Park Pavilion – metal roofing and overhead doors in the west and north walls
3. Nitrate Removal Building – metal siding on north wall and prefinished metal coping at roof parapet
4. Well #3 Building – metal siding on north wall and prefinished metal coping at roof parapet
5. Fire Department Storage Building – metal roofing
6. Restrooms Building – metal roofing
7. Concessions Stand – metal roofing
8. Dugout 1 – metal roofing
9. Dugout 2 -metal roofing
10. Storage Shed 1 – laminated asphalt shingles
11. Storage Shed 2 – metal roofing

Design Phase

1. Schedule a site visit to verify existing conditions and measurements at each of the buildings/structures listed above.
2. Prepare construction documents including, but not limited to, drawings and specifications for the scope of work as noted above.

Based on the scope of services defined above for items 1 and 2, Stantec will perform this work on an hourly not-to-exceed fee of \$9,650. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$350.

Bidding Phase

1. Prepare bidding documents in PDF format for upload to QuestCDN.
2. Advertise project per virtual bidding requirements.

Reference: Clear Lake Roof Hall Damage Revised Proposal

3. Respond to bidders' questions.
4. Issue addenda to bidding documents, if required
5. Facilitate pre-bid meeting.
6. Evaluate bids and recommend award.

Based on the scope of services defined above for items 1 through 6, Stantec will perform this work for the lump sum fee of \$3,000. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$500.

NOTE: The services listed below for the Construction Phase are not included in this proposal for the work effort listed above that will be covered by the LMC.

Stantec can provide the services listed below if the City so chooses. If the City decides to oversee the construction phase for this project, Stantec will need a letter from the City releasing Stantec from any liability that arises during the construction phase and for the life of the buildings and structures included in this project.

Construction Phase

1. Provide construction contract administration and communication with City staff.
2. Review contractor submittals and shop drawings for compliance with construction documents.
3. Process requests for information, issue contract clarifications, process change orders.
4. Review and provide status of contractor submitted progress schedules.
5. Process contractor pay requests.
6. Provide weekly construction observation during construction and submit architectural field report.
7. Provide substantial completion inspection and punch list for contractor and issue certificate of substantial completion.
8. Provide final inspection and punch list for contractor.
9. Review final submittal from contractor with respect to conformance with contract documents.
10. Provide and verify record drawings (as-builts) based upon contractor's mark-up and field observation; verify receipt of all owner's manuals/documentation.
11. Process final pay request and project closeout

We propose to complete the Construction Phase efforts on an hourly basis. Based on the work scope identified in items 1 through 11 above, we estimate the work scope included herein will take approximately 2 months. We propose a Not-to-Exceed amount of \$16,800 for contract administration, construction engineering and periodic construction observation, plus reimbursable expenses. Reimbursable expenses include mileage, postage, printing, and reproduction. Reimbursable expenses are estimated at no more than \$1,600 for the entire construction phase. We understand the value of this Not-to-

January 16, 2024
Ms. Kari Koren
Page 3 of 3

Reference: Clear Lake Roof Hall Damage Revised Proposal

Exceed amount, totaling \$18,400 cannot increase without written authorization from the League of Minnesota Cities and/or City of Clear Lake, Minnesota.

If you have questions, need additional information, or wish to discuss this matter in greater detail, please contact us. Thank you for the opportunity to submit this proposal.

Regards,

Stantec Architecture Inc.



Bruce P. Paulson
Senior Associate, Architect
612-712-2108
Bruce.paulson@stantec.com

c. File



Stantec Architecture Inc.
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402

January 16, 2024

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City of Clear Lake
7684 1st Avenue West
Clear Lake, MN 55319

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NOTE: The services listed below for the Construction Phase are not included in this proposal for the work effort listed above that will be covered by the LMC.

Stantec can provide the services listed below if the City so chooses. If the City decides to oversee the construction phase for this project, Stantec will need a letter from the City releasing Stantec from any liability that arises during the construction phase and for the life of the buildings and structures included in this project.

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January 16, 2024
Ms. Kari Koren
Page 3 of 3

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Regards,

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c. File