

DRAFT

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE MANHATTAN BEACH CITY COUNCIL
June 4th, 2019

The regular monthly meeting of Manhattan Beach City Council was held on Tuesday June 4th, 2019 in the City Hall at 7pm. The following officers were present: Paul Allen-Mayor; Janis Allen, Betty Worts and Barb Hanson-Wannebo-Council Members; Amy Wannebo-Clerk-Treasurer; and approximately eight residents and one member of the press.

The Pledge of Allegiance was recited.

Agenda Amendments: Mayor Allen asked if there were any amendments to the agenda. **A motion was made by Council Member Hanson-Wannebo and seconded by Council Member Allen to add Lawn Contractor and Performance Measurement Program from the Office of the State Auditor to New Business. Motion carried. A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to approve the agenda as printed with the additions to New Business. Motion carried.**

Approval of May Meeting Minutes: A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to approve the minutes as printed. **Motion Carried.**

Clerk-Treasurer's Report: Supporting documents attached. **A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo pay the claims as listed including Crow Wing Power. Motion carried.**

Check numbers 3273 through 3277 have been paid for a total amount of \$1,133.57.

Communications: None.

Planning & Zoning Report: Mayor Allen read the report aloud. Report attached.

OPEN FORUM:

Unfinished Business:

Satchell Road Staking ROW: Mayor Allen explained that Property Owner Radnitz had concerns about where the road right of way would fall on his property because of the trees. **A motion was made by Council Member Hanson-Wannebo and seconded by Clerk-Treasurer Wannebo to have Stone Mark surveyor stake the ROW on Satchell Road. Motion carried.**

Meyer Lake Road Sign Removal of Min. Maint. & ROW Easements: Mayor Allen explained that since the minimum maintenance designation was removed from Meyer Lake Road, that the signs needed to be removed. Mayor Allen asked Hanson Property Services to provide a quote for the sign removal. The quote for the removal of the signs (attached) was \$100 for the removal of both signs. **A motion**

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was made by Council Member Hanson-Wannebo and seconded by Council Member Allen to accept the quote and have Hanson Property Services remove the signs. Motion carried.

Mayor Allen explained that the City does not have easements of the south side of Meyer Lake Road and that the City should have the City Attorney make contact with the property owners and ask for those easements. **A motion was made by Council Member Allen and seconded by Council Member Worts to have the City Attorney make contact with those property owners and ask for easements. Motion carried.**

OPEN FORUM:

New Business:

Manhattan Beach Lodge Liquor License Renewal: A motion was made by Council Member Hanson-Wannebo and seconded by Council Member Allen to approve the Liquor License for Manhattan Beach Lodge. Motion carried.

Appointment of P&Z Commissioner: Mayor Allen stated that Kevin Larson sent in a letter of interest to the City Council and that the previous evening Mayor Allen received a letter of interest from Dean Ulrich. Mayor Allen read both letters aloud (attached). Council Member Allen said that during last year's City Planning meeting non-residents asked how they could play a more active role in the community to which she said that they could join the Planning and Zoning Commission as a way to participate. Council Member Worts stated that she would like to see someone that is a full time resident be appointed to the commission and that she felt Kevin Larson should get the appointment since he had sent in a letter of interest months ago. **A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to appoint Dean Ulrich to the Planning and Zoning Commission. Council Members Allen and Hanson-Wannebo-Aye. Council Member Worts and Clerk-Treasurer Wannebo-Opposed. Mayor Allen-Aye. Motion carried 3 Ayes, 2 Opposed.**

Lawn Contractor: Mayor Allen asked Hanson Property Services for a quote for biweekly lawn care at the City Hall (quote attached), The cost would be \$50 per mowing. **A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to hire Hanson Property Services to handle lawn care at the City Hall. Motion carried.**

Performance Measurement Program: Email attached. **A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to voluntarily opt-out of the Performance Measurement Program. Motion carried.**

Adjournment: A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to adjourn the meeting. Motion carried.

Meeting was adjourned at 7:37pm.

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Clerk-Treasurer Amy Wannebo

Mayor/Council Member


Date Range: 4/14/2019 To 5/14/2019

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
05/14/2019	Crow Wing Power	April 2019 service	3271	\$176.00	100-41940-381-	General Government Buildings and Plant	\$176.00


Total For Selected Claims

\$176.00

\$176.00


 Barbara A Hanson-Wannebo
 City Council/Town Board
 Date: 6-4-19


 Elizabeth Worts
 City Council/Town Board
 Date: 6-4-19


 Janis A Allen
 City Council/Town Board
 Date: 6-21-19

For the Period: 5/4/2019 To 6/4/2019

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$302,307.49	\$1,850.00	\$2,269.18	\$301,888.31	\$1,850.00	\$674.32	\$300,712.63
Road and Bridge	\$5,408.42	\$0.00	\$508.00	\$4,900.42	\$0.00	\$0.00	\$4,900.42
Tax Increment Financing Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Building Fund	\$13,004.46	\$0.00	\$0.00	\$13,004.46	\$0.00	\$0.00	\$13,004.46
Total	\$320,720.37	\$1,850.00	\$2,777.18	\$319,793.19	\$1,850.00	\$674.32	\$318,617.51


 Barbara A Hanson-Wannebo
 City Council/Town Board


 Elizabeth Worts
 City Council/Town Board


 Janis A Allen
 City Council/Town Board


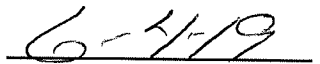
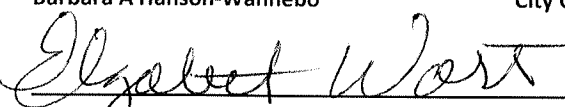
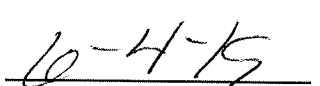
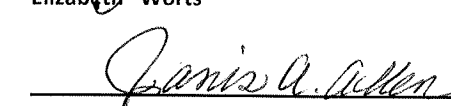
6-4-19
 Date

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 Date

For the payroll period ending: 06/04/2019

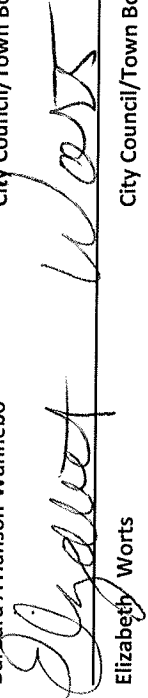
<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
0-41425-101		Wannebo, Amy	577.19
		Account Total	577.19
100-41425-101			
		Unallocated (Due to rounding)	\$0.00
		Total For Period	\$577.19

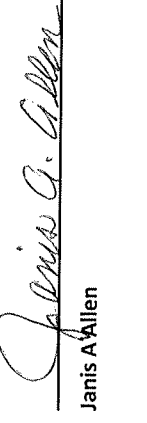
	
Barbara A Hanson-Wannebo	Date
City Council/Town Board	6-4-19
	
Elizabeth Worts	Date
City Council/Town Board	6-4-19
	
Janis A Allen	Date
City Council/Town Board	6-4-19

Date Range: 5/4/2019 To 6/4/2019

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
06/04/2019	Crosslake Communications	June 2019 internet	3273	\$72.13	100-41940-321-	General Government Buildings and Plant	\$72.13
06/04/2019	Sourcewell Formerly NJPA	P&Z services for April 2019	3274	\$25.00	100-41910-106-	Planning and Zoning	\$25.00
Total For Selected Claims				\$97.13			\$97.13


 Barbara A Hanson-Wannebo
 City Council/Town Board


 Elizabeth Worts
 City Council/Town Board


 Janis A Allen
 City Council/Town Board

6-4-19
Date

6-4-19
Date

6-4-19
Date

June 3, 2019

City of Manhattan Beach
39148 County Road 66
Manhattan Beach, MN 56442

RE: May Report

Mayor and City Council,

1. There were no land use permits applied for or issued in May.
2. The planning commission met in May. We discussed the lot width and area requirements in the code. The shoreland are has some standards that we are looking at along with the guest quarters standards. We will be meeting in June to review a variance and CUP application from Travis Kent for a guest quarters inside of a shed. You will be seeing a recommendation at your July meeting for both applications. We will also be reviewing the lot width and area standards in the code.

I do not plan to attend your upcoming meeting. If you have any questions or concerns, feel free to contact me at (218) 895-4142.

Sincerely,

Darrin Welle
Zoning Administrator

Payroll Period Ending: 06/04/2019

Employee		Hours		Earnings				Pretax Deductions						Taxable		Federal		Medicare
ID	Name	Regular	Overtime	Regular	Overtime	Tips	Gross	PERA	Def. Income	Cafeteria	Other	Wages	WH Tax	FICA	Medicare			
	Wannebo,Amy	1.00	0	\$625.00	\$0.00	\$0.00	\$625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$625.00	\$0.00	\$38.75	\$9.06			
TOTALS		1.00	0.00	\$625.00	\$0.00	\$0.00	\$625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$625.00	\$0.00	\$38.75	\$9.06			
Insurance																		
Employee		State		Health	Dental	Life	Union Dues	Others 1	Others 2	Others 3	Net Pay	EIC	Net Pay & EIC	Check #				
	Wannebo,Amy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$577.19	\$0.00	\$577.19	3275				
TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$577.19	\$0.00	\$577.19					

Fund Name: All Funds

Date Range: 05/04/2019 To 06/04/2019

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void Account Name</u>	<u>F-A-P</u>	<u>Total</u>
06/04/2019	Whitefish Properties mgmt. LLC	52	Manhattan Beach Lodge Liq Lic. Renewal	(06/04/2019) -	N Alcoholic Beverages	100-32110-	\$ 1,850.00

Total for Selected Receipts

\$	1,850.00
\$	1,850.00

Dean Ulrich
16843 Old Hwy 66
Good Thunder, MN 56037

I am interested to serve on the planning and zoning board for the city of Manhattan Beach.

Manhattan Villa Apt, 39079 County Rd 66 # 8, Manhattan Beach, MN 56442 is our Summer home.

I started farming in 1965 running 600 acres growing corn, soybeans, and alfalfa. I had a farrow to finish hog operation and fed cattle and was as a Mycogen seed dealer/supervisor for over 40 dealers.

In 1980, I started an excavating business. Our sons took over the farming. I worked with FSA soil and water on several projects, such as waterways, terraces, river bank restorations, and Ag lagoons. I was a licensed installer for septic systems. I also did sight work for new construction and worked with field drainage, installing tile.

In 2015, I was elected to the Rapidan Township Board, Blue Earth Co., MN, serving as a road supervisor.

Army veteran serving from 1964 – 1972.

Dean Ulrich

A handwritten signature in black ink that reads "Dean Ulrich". The signature is written in a cursive style with a large initial "D" and a prominent "U".

Date: January 17, 2019
To: Mayor Allen, Manhattan Beach City Council Members
From: Kevin Larson, Manhattan Beach Resident
Re: Manhattan Beach Planning & Zoning Committee

Dear Mayor Allen & City Council Members:

Please accept this memo as my request to be considered as a member of the Manhattan Beach Planning & Zoning Committee when an available open position becomes available.

I have been a resident of this fine community for over 21 years, have served as a City Council member from 1998 – 2002 and participated in 2 community information meetings bringing a large percentage of citizens to the table to discuss their ideas and concerns for the City.

It would be a privilege of mine, if appointed, to serve on the Planning & Zoning Committee. Thank you in advance for your consideration!

Sincerely,

Kevin T. Larson
39642 County Road 66

Amy Wannebo

From: Office of the State Auditor - GID Division (Notification)
<Notification@osa.state.mn.us>
Sent: Tuesday, June 4, 2019 2:21 PM
To: amy@manhattanbeachmn.org
Subject: Performance Measurements Due by July 1, 2019

Ms. Amy Wannebo
Clerk/Treasurer
City of Manhattan Beach

Dear Clerk/Treasurer Wannebo:

Participation in the Performance Measurement Program by a city or a county is voluntary. Counties and cities that choose to participate in the standard measures program must officially adopt and implement the ten minimum performance measures and system developed by the Council on Local Results and Innovation (Council). For more information on the Performance Measurement Program, please go to www.auditor.state.mn.us/default.aspx?page=20130214.000

A county or city that elects to participate in the standard measures/performance measurement program is eligible for a reimbursement of \$0.14 per capita in local government aid, not to exceed \$25,000. A participating entity is also exempt from levy limits under Minnesota statutes sections 275.70 to 275.74 for taxes payable in the following calendar year, if levy limits are in effect.

In order to receive the per capita reimbursement and levy limit exemption in 2019, counties and cities must:

File a report (in a PDF format) with the Office of the State Auditor by July 1, 2019. This report will consist of:

- 1) A resolution approved by the city council or county board declaring that:
 - The city/county has adopted and implemented the minimum 10 performance measures from each applicable service category and the system developed by the Council.
 - The city/county will report the results of the measures to its residents before the end of the calendar year through publication, direct mailing, posting on the entity's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.
- 2) A document showing the actual results of the performance measures adopted by the city/county.

To meet the reporting requirements for 2019, a copy of the resolution in a single PDF can be attached to an e-mail and sent to: performancemeasures@osa.state.mn.us. For those entities certified for the program last year, please also include the results of the measures in a PDF format attached to the same e-mail.

The reporting is due by July 1, 2019. There will be no extensions to the reporting deadline. If you have any questions, please contact Christy John at (651) 297-3681 or e-mail performancemeasures@osa.state.mn.us. Thank you.

Sincerely,

Kathy Docter, CPA, CFE
Director
Government Information Division

Hanson Property Services LLC

12367 County Road 1
Manhattan Beach MN 56442



“Caretaker Key Holder”

City of Manhattan Beach
39148 County Road 66
Manhattan Beach MN 56442

2019 Quote

218-251-2699 / La_hanson@tds.net

Date: 6/1/2019

Due within 30 days of billing statement

DATE	DESCRIPTION	CHARGES		CREDITS		
Quote	Removal of 2 minimum maintenance road signs on Meyer Lake Road.	\$100.00				
	Bi-weekly Lawn care trimming and bagging/cutting	\$50.00				
					Total	