

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE MANHATTAN BEACH CITY COUNCIL
July 3rd, 2018

The regular monthly meeting of Manhattan Beach City Council was held on Tuesday July 3rd, 2018 in the City Hall at 7pm. The following officers were present: Paul Allen-Mayor; Janis Allen & Marlene Yurek-Council Members; Amy Wannebo-Clerk-Treasurer; approximately 4 residents and one member of the press.

The Pledge of Allegiance was recited.

Agenda Amendments: Mayor Allen asked that the agenda be amended to include Ralph Iverson's resignation letter into New Business. **A motion was made by Council Member Allen and seconded by Council Member Yurek to amend the agenda as Mayor Allen requested. Motion carried. A motion was made by Council Member Yurek and seconded by Council Member Allen to approve the agenda. Motion carried.**

Mayor Allen stated that the record reflect that Council Member Hanson-Wannebo was not present.

Mayor Allen recessed the meeting to hold a Public Hearing for the Northern States Power Ordinance.

Mayor Allen stated that the Northern States Power Ordinance is a renewal of the ordinance that the City has had now for almost 25 years. The new ordinance will not include a surcharge to customers. Clerk-Treasurer Wannebo stated that a notice for the meeting was published in the Northland Press and that she did not receive any written comments to be shared at the public hearing. Resident Doug Wannebo asked what the duration of the renewal would be. Mayor Allen and Clerk-Treasurer Wannebo stated that it would be 20 years. No further comments were made.

Mayor Allen reconvened the regular meeting.

Approval of June Minutes: A motion was made by Council Member Allen and seconded by Council Member Yurek to approve the minutes as printed. Motion carried.

Clerk-Treasurer's Report: Supporting documents attached. Clerk-Treasurer Wannebo asked if there were any questions and shared Justin Clasen & Co. advice on handling of public purpose expenditures. The Initiative Foundation asked for a pledge of \$125, Clerk-Treasurer Wannebo said that she would put it on the budget for the August meeting. Council Member Yurek stated that she would have the framed puzzles for the August meeting. **A motion was made by Council Member Yurek and seconded by Council Member Allen to approve the claims as printed including Crow Wing Power. Motion carried.**

Check numbers 3160 through 3170 have been paid for a total amount of \$1,583.46.

Communications: None

DRAFT

Planning & Zoning Report: Zoning Administrator Darrin Welle emailed his report for June-attached. Mayor Allen read it aloud.

OPEN FORUM:

Unfinished Business:

Radar Signs: Mayor Allen spoke with Scott Bowen from the County about the radar signs not working properly. He stated the Scott thought it was a problem with the sign. Mayor Allen explained that the signs hadn't been working properly since the evening after they were installed and the he believed it to be an installation issue. Scott did not give Mayor Allen a time frame of when he would look at the signs.

OPEN FORUM:

New Business:

Rain Garden Annual Maintenance: attached proposed agreement. The council agreed that some of the maintenance items did not apply and that the agreement and price should be adjusted. **A motion was made by Council Member Allen and seconded by Council Member Yurek to table the annual maintenance of the rain garden until the August meeting when the Clerk will have had time to get an adjusted agreement from Beth at Soil and Water. Motion carried.**

Ralph Iverson Letter of Resignation: Mayor Allen read aloud a letter of resignation from Ralph Iverson stating his desire to resign from the Planning and Zoning Commission. **A motion was made by Council Member Yurek and seconded by Council Member Allen to accept the resignation of Ralph Iverson from the Planning & Zoning Commission effective August 1st, 2018. Motion carried.**

A motion was made by Council Member Yurek and seconded by Council Member Allen to adjourn the meeting. Motion carried.

The meeting was adjourned at 7:43pm.

Clerk-Treasurer Amy Wannebo

Mayor/Council Member

For the Period : 6/3/2018 To 7/3/2018

Name of Fund	Beginning		Total		Ending		Less		Plus		Total Per Bank Statement
	Balance		Receipts	Disbursed	Balance	In Transit	Deposits	Outstanding	Checks		
General Fund	\$288,311.60		\$42,016.24	\$3,993.81	\$326,334.03	\$11,171.43	\$11,171.43	\$1,642.46		\$316,805.06	
Road and Bridge	(\$256.38)		\$0.00	\$340.00	(\$596.38)	\$0.00	\$0.00	\$40.00		(\$556.38)	
Tax Increment Financing Projects	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Building Fund	\$8,004.46		\$0.00	\$0.00	\$8,004.46	\$0.00	\$0.00	\$0.00		\$8,004.46	
Total	\$296,059.68		\$42,016.24	\$4,333.81	\$333,742.11	\$11,171.43	\$11,171.43	\$1,682.46		\$324,253.14	

Date Range : 6/3/2018 To 7/3/2018

<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>
07/03/2018	Crosslake Communications	July 2018 internet	3160	\$72.13	100-41940-321-	General Government Buildings and Plant	\$72.13
07/03/2018	Wannebo Excavating	May 9 & 10 2018 Goldenstein Road	3161	\$40.00	201-43122-403-	Unpaved Streets	\$40.00
07/03/2018	Ryan, Brucker & Kalis, Ltd	legal services from 5/1/18-5/30/18	3162	\$195.00	100-41610-304-	City/Town Attorney	\$195.00
07/03/2018	Northland Press	Legal Notice: Public Hearing 7/3/18	3163	\$38.25	100-41001-351-	General Government	\$38.25
07/03/2018	Pequot Lakes Sanitation	7/1/18-9/30/18 trash services 2+ extra bags on 5/10/18 charged \$56 extra	3164	\$107.27	100-41940-384-	General Government Buildings and Plant	\$107.27
07/03/2018	Sourcewell Formerly NIPA	P&Z services for May 2018	3165	\$50.00	100-41910-106-	Planning and Zoning	\$50.00
07/03/2018	Crow Wing SWCD	Rain garden weeding	3166	\$270.00	100-41001-403-	General Government	\$270.00
07/03/2018	Lakes Area Gallery and Frame Shoppe	puzzle framing	3167	\$202.59	100-41001-311-	General Government	\$202.59
07/03/2018	Amy Wannebo	Mileage: Mandatory pick up of election packet	3168	\$31.03	100-41425-810-	Clerk	\$31.03

Date Range : 6/3/2018 To 7/3/2018

<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>
				\$1,006.27			\$1,006.27
Total For Selected Claims							

Barbara A Hanson-Wannebo City Council/Town Board

Date

Janis A Allen *Janis A. Allen*

City Council/Town Board

Date

Marlene Yurek *Marlene Yurek*

City Council/Town Board

Date

7.3.18

7/3/18

Date Range : 5/14/2018 To 6/14/2018

<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>
06/05/2018	Crow Wing Power	may 2018 service	3159	\$99.00	100-41940-381-	General Government Buildings and Plant	\$99.00

Total For Selected Claims

\$99.00

\$99.00

Barbara A Hanson-Wannebo

City Council/Town Board

Date

Janis A. Allen

City Council/Town Board

Date

7.3.18

Marlene Yurek

City Council/Town Board

Date

7/3/18

Payroll Period Ending: 07/03/2018

ID	Employee Name	Hours		Earnings					Pretax Deductions							Net Pay	EIC	Net Pay & EIC	Check #	
		Regular	Overtime	Regular	Overtime	Tips	Gross	PERA	Def. Income	Cafeteria	Other	Taxable Wages	Federal W/H Tax	FICA	Medicare					
	Wannebo, Amy	1.00	0	\$625.00	\$0.00	\$0.00	\$625.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$625.00	\$0.00	\$38.75	\$9.06		
	Employee	State Insurance																		
	Wannebo, Amy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$577.19	\$0.00	\$577.19	3169
	TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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: 06/07/2018 To 07/03/2018

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
06/07/2018	Initiative Foundation	29	Grant for Community Planning	(06/07/2018) -	N	Contributions and Donations from Private Sources	100-36230-	\$ 1,000.00
								<u>\$ 1,000.00</u>
06/21/2018	Crow Wing County	31	70% ADV July settlement	(06/28/2018) -	N	General Property Taxes(31299) through 31299)	100-31001-	\$ 27,664.81
								<u>\$ 27,664.81</u>
06/22/2018	Luke Hanson	30	parcel split fee	(06/28/2018) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 275.00
								<u>\$ 275.00</u>
07/03/2018	Larry Wannebo	32	sewer permit	(07/03/2018) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 145.00
								<u>\$ 145.00</u>
07/03/2018	Crow Wing County	33	July 3rd 2018 settlement voucher #87275	(07/03/2018) -	N	General Property Taxes(31001 through 31299)	100-31001-	\$ 11,026.43
								<u>\$ 11,026.43</u>
Total for Selected Receipts								<u><u>\$ 40,111.24</u></u>

Amy Wannebo

From: Amy Wannebo <amy.wannebo@gmail.com>
Sent: Thursday, June 28, 2018 11:41 AM
To: Amy Wannebo
Subject: Fwd: Update for July 14th Community Meeting
Attachments: 17-0703 & 10 Manhattan Beach Property Owners 2x2.pdf; MB Planning Letter.docx

----- Forwarded message -----

From: **Kevin Larson** <kevin@goctc.com>
Date: Thu, Jun 28, 2018 at 10:31 AM
Subject: Update for July 14th Community Meeting
To: Doug and Gail Wannebo <Dwannebo@uslink.net>, Peg Boots - home <pegboots1@gmail.com>, Camy Gridley <gocamy@gmail.com>, frederick gridley <fredgridley@gmail.com>, Betty Worts <buckandchetty@tds.net>, Seth Wannebo <whitetail4dubya@gmail.com>, Ben & Lisa Wannebo <wannebo@charter.net>, Amy Wannebo <amy.wannebo@gmail.com>, "marty@reedsmarket.com" <marty@reedsmarket.com>
Cc: Donna Larson <dglarson@crosslake.net>, Kista Brunkhorst <kista@whitefish-lodge.com>, Dan Frank <danfrank1952@gmail.com>, Karl Samp <KSamp@communitygiving.org>

All – just wanted to update all about our upcoming Community Meeting to be held Saturday, July 14th from 8:30-noon at Manhattan Beach Lodge.

1. There was both an article in the June 26th Northland Press and one in the June 28th Pine and Lakes Echo describing this event! Done as public service announcement (free).
2. We have paid ads going into the Northland Press on July 3rd & July 10th and also into the Shopper on July 6th and July 13th– see first attachment!!
3. We have the list of names and addresses for each property owner from the County and we plan to send a letter to each this Friday – see second attachment.
4. On July 6th we plan to send a postcard reminding them of the meeting.
5. Peg Boots will be recording a 30-second Public Service Announcement (PSA) with the local radio stations to broadcast prior our meeting.

6. I have put an ad on Crosslake Communications TV Channel 12.

7. The Crosslake Chamber is putting the meeting info on their events calendar too.

Please email me if you have any suggestions, concerns or ideas to get the word out!!

Thanks!

Kevin Larson

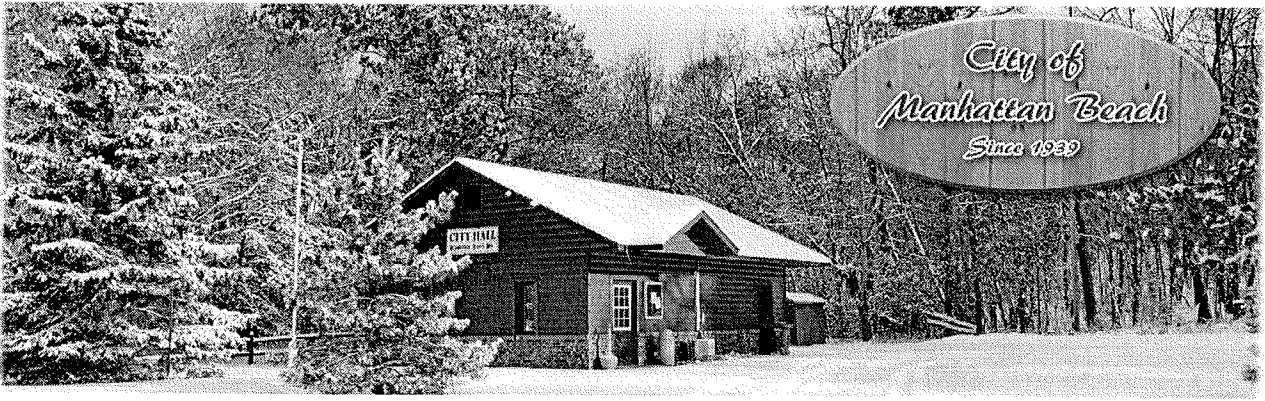
MB Resident

Manhattan Beach Community

Meeting

July 14th, 2018

- A. Three (3) meeting with facilitators
- B. Secured mailing list for all property owners from County
- C. Placed announcement in Northland Press – Tuesday June 26th edition
- D. Placed announcement in Echo – Thursday June 28th edition
- E. Ads have been placed in Shopper for July 6th & July 13th editions
- F. Ads have been placed in Northland Press for July 3rd & July 10th editions
- G. Announcement has been placed on the Crosslake Chamber web site June 28th
- H. Place a Public Service announcement on Crosslake Communications Channel 12 on June 28th
- I. A Public Service Announcement was recorded at the local radio stations on July 1st to be aired on Hubbard Broadcasting stations
- J. Letters to all property owners were mailed July 2nd
- K. Reminder postcards will be mailed July 6th
- L. Will need to give MBL a headcount by Monday July 9th
- M. Breakfast menu will consist of – assorted muffins, cheesy scrambled eggs, potato rounds, bacon & sausage links, juices, coffee & water



Dear residents & landowners!

You are invited to join your friends and neighbors to a Community Meeting on Saturday, July 14th at Manhattan Beach Lodge to engage in positive conversation and enjoy **free breakfast!**

This meeting will be facilitated by 2 experienced moderators from our region and is supported by the City of Manhattan Beach, Initiative Foundation, Brainerd Lakes Area Community Foundation and Manhattan Beach Lodge.

The City of Manhattan Beach may be small, and we are, with 42 registered voters along with 105 total land owners, but we have the same concerns and thoughts as those in larger municipalities.

So please come and share a great breakfast, meet with neighbors and join in a positive conversation about what we love about this community, the challenges we are facing and the ideas that can help us preserve what we love and improve those things that need attention.

Looking forward to see you on July 14th!

MEETING DATE JULY 14th

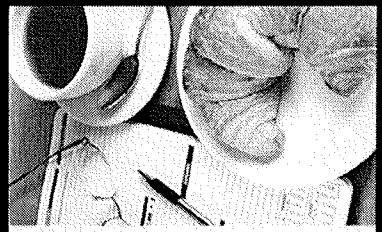
MEETING TIME 8:30 A.M. TO 11:30 A.M.

LOCATION Manhattan Beach Lodge

MANHATTAN BEACH PROPERTY OWNERS

FREE BREAKFAST

Please join your friends & neighbors in a community meeting to hold a positive conversation regarding the future of Manhattan Beach! Starting with a free Breakfast, the meeting will be held from 8:30 to noon, July 14, at the Manhattan Beach Lodge.



Amy Wannebo

From: Beth Hippert <beth.hippert@crowwingswcd.org>
Sent: Monday, June 18, 2018 8:10 AM
To: Amy Wannebo; Tasha Lauer
Subject: weeding

Hi Amy,

I just wanted to let you know the rain garden was weeded by our crew on June 14th. It took less time than I expected.

The City will be billed for 1/2 day and 2 hours of SWCD Staff time. Tasha, our District Coordinator, will email the bill to your address.

As you know the City is required to maintain the rain garden. The SWCD can help with meeting that requirement. If the City is interested in long-term maintenance please let me know so that we can establish a schedule and cost.

Beth

Beth Hippert, Technician
Crow Wing SWCD
322 Laurel St Suite 22
Brainerd, MN 56401
218-828-6197 (ext 4251)
beth.hippert@crowwingswcd.org



Like us on facebook

June 28, 2018

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

RE: July Report

Mayor and City Council,

1. The Planning Commission met and reviewed a lot split proposal for Barb Hanson-Wannebo and Luke Wannebo. The commission is recommending approval of the split with the condition that the detached shed meets the side property line setbacks. The property will need to have a septic inspection conducted before council final approval. This will be brought to council for approval once the septic information has been received.
2. The commission reviewed a proposed subsurface septic treatment (SSTS) ordinance. This was sent to the PCA for review prior to the commission reviewing it again for a potential public hearing. The reason for the update is to match the county standards with our own ordinance.
3. The commission also reviewed by-laws for the commission. This will be sent to council to review when the commission has a proposal completed.
4. There were no land use permits issued in June.

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

Sincerely,

Darrin Welle
Zoning Administrator

Amy Wannebo

From: Amy Wannebo <amy@manhattanbeachmn.org>
Sent: Friday, June 29, 2018 1:03 PM
To: amy@manhattanbeachmn.org
Subject: FW: Agreement to maintain City of Manhattan Beach Rain Garden
Attachments: Maintenance Agreement.docx

See attachment

Amy A Wannebo
City Clerk-Treasurer
City of Manhattan Beach
39148 County Road 66
Manhattan Beach, MN 56442

From: Melissa Barrick [mailto:melissa.barrick@crowwingswcd.org]
Sent: Thursday, June 28, 2018 3:26 PM
To: Beth Hippert <beth.hippert@crowwingswcd.org>; Sheila Boldt <sheila.boldt@crowwingswcd.org>; amy@manhattanbeachmn.org
Subject: Agreement to maintain City of Manhattan Beach Rain Garden

Amy:

I have put together an agreement for the Crow Wing SWCD to maintain the City of Manhattan Beach Rain Garden. Please let me know what you think.

Thank you.

Melissa Barrick
District Manager
218-828-6197
<http://crowwingswcd.org/>



City of Manhattan Beach Rain Garden 7 year Maintenance Agreement

Description of Services

The Crow Wing Soil and Water Conservation District (SWCD) will provide the following services to maintain the function and appearance of the rain garden installed on property owned by City of Manhattan Beach.

Maintenance Activity and Schedule

Activity	June	Sept
Remove and dispose of accumulated sediment at inlet & bottom	X	X
Remove accumulated trash and debris	X	X
Mow dead vegetation	X	
Remove and dispose of weeds/ tree seedlings	X	X
Treat invasive weeds with herbicide (e.g reed canary grass)		X
Repair inlet erosion/damage.	X	
Replant open spaces with large potted plants (max. 15/yr)	X	
Top dress with new mulch	X	

Maintenance Costs and Timeline

Year	Activity	Cost Per Year	Who	Total
2018-2025	SWCD will complete a minimum of 2 trips per year to complete maintenance activities.	\$750	SWCD	\$5,000

Terms of Agreement:

This agreement is between the City of Manhattan Beach and Crow Wing SWCD. The SWCD agrees to perform maintenance activities described above for the period ending December 31, 2025.

Signatures

_____ Date _____
 City of Manhattan Beach

_____ Date _____
 Crow Wing SWCD