

DRAFT

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE MANHATTAN BEACH CITY COUNCIL

November 5, 2019

The regular monthly meeting of Manhattan Beach City Council was held on Tuesday, November 5th 2019 in the City Hall at 7:00 pm. The following officers were present: Paul Allen, Mayor, Barb Hanson-Wannebo, Janis Allen, Michael Dorzak Council Members and Marlene Yurek, Clerk Treasurer.

The Pledge of Allegiance was recited.

AGENDA AMENDMENTS: There were no Agenda Amendments

APPROVAL OF OCTOBER MINUTES:

A motion was made by Council Member Janis Allen, seconded by Council Member Barb Hanson-Wannebo to approve the October minutes as printed. Motion carried.

CLERK TREASURERS REPORT

The clerk reported there had been correspondence from MN Revenue regarding the 2018 W-2's had not been filed with the state therefore constituting a \$500.00 fine. Also the 2nd quarter with holding to the IRS had been filed late therefore having a late fine. City Council Member Barb Hanson-Wannebo and clerk Treasurer Marlene Yurek searched the 2018 files to find the reports and checks had been mailed to the wrong address.

A motion was made by Council Member Janis Allen and seconded by Council Member Barb Hanson-Wannebo to pay the claims list including Crow Wing Power. Motion carried.

A motion was made by Council Member Janis Allen and seconded by Council Member Barb Hanson-Wannebo for the Clerk Treasurer to write a letter to the MN Revenue giving an explanation for the 2018 W-2's not being filed properly.

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Motion carried.

A motion was made by Council Member Janis Allen and seconded by Council Member Barb Hanson-Wannebo giving the clerk authority to pay the withholding taxes if due before the council meeting. Motion carried.

PLANNING AND ZONING REPORT

There was one land use permit issued in October to Chris Coborn.

The Planning Commission met in October to review a CUP for guest quarters request for Robert & Jean Amundson.

The Planning Commission will meet in November to discuss a variance for a stairway to be placed within the side yard setback on the Jason Hoehn property on the south side of Big Trout Lake.

There have been septic issues and several complaints regarding the septic system bubbling above ground at Manhattan Beach Lodge. There have been items fixed and replaced such as the pump in the tank. A formal inspection was required by October 25, 2019 and to date a report has not been received. Darrin Welle recommended a letter from the City Attorney to Manhattan Beach Lodge requiring the inspection. Mayor Allen has a video of the bubbling substance above ground. Mayor Allen has notified the City Attorney regarding the letter.

OPEN FORUM:

UNFINISHED BUSINESS: AUDIT

The Clerk Treasurer, Marlene Yurek received a proposal from Justin Clasen for \$4,200.00 for an audit ending December 31, 2019.

A motion was made by Council Member Janis Allen and seconded by Council Member Barb Hanson-Wannebo to request an audit. Motion carried. The Clerk will notify Justin Clasen to arrange the audit.

NEW BUSINESS

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Crow Wing Soil & Water Conservation sent information regarding the annual fee of \$500.00. In Feb 2019, The City contracted Brinks Wetland Services as an “as needed basis for the rate of \$100.00 per hour. The motion was made by Council Member Janis Allen and seconded by Council Member Barb Hanson-Wannebo to disregard the \$500.00 fee from the Crow Wing Soil & Water Conservation District. Motion carried.

ADJOURNMENT:

Motion to adjourn the meeting was made by Council Member Barb Hanson-Wannebo and seconded by Council Member Michael Dozark. Motion carried

MEETING ADJOURNED AT 7:45 PM.

Clerk Treasurer, Marlene Yurek

Mayor/Council Member