

The January 9, 2017 Wahkon City Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Ronda Bjornson-Main, Christine Bjornson, and Tony Button. Councilmember Kim Tyson was absent. Employees Chris Weinreich and Karrie Roeschlein were present, along with city engineering firm S.E.H representative Heidi Peper. Meeting began with the Pledge of Allegiance.

CITY GOVERNMENT ANNUAL REORGANIZATION: Clerk administered Oath of Office to Ronda Bjornson-Main, Anthony Button, and Mayor Sandy Reichel. Motion by Bjornson-Main, second by Bjornson to make commissioner appointments and designate the following to represent the city as recommended by the Mayor. Bjornson-Main, Acting Mayor & Sewer Commissioner; Reichel, Weed Inspector; Weinreich, Assistant Weed Inspector; Button, Street & Sidewalk Commissioner; Tyson, Municipal Buildings Commissioner; and Bjornson, Park Commissioner. First National Bank of Milaca, Isle Branch, Depository; Mille Lacs Messenger, Newspaper; Althoff & Nordquist LLC, Accountant; Kennedy & Graven Chartered and Mille Lacs County (MLC) Attorney's Office, Attorneys; Short Elliot Hendrikson (S.E.H) Inc., Engineers and Zoning Consultants; David Drown Associates Inc., Financial Advisors; and Oberfeld Insurance, Insurance Agency. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

CONTINUED PUBLIC HEARING FROM 12/12/16 COUNCIL MEETING: Seventh Street Vacation Public Hearing: Motion by Bjornson, seconded by Bjornson-Main to open the continued public hearing. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Due to weather conditions, petitioners were unable to drive here from the Twin Cities and request tonight's hearing be continued. Department of Natural Resources (DNR) letter was received 12/27/2016. Motion by Bjornson, seconded by Button to continue the Seventh Street Vacation Public Hearing to 2/13/2017 council meeting per petitioner's request. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Motion by Bjornson, seconded by Bjornson-main to close the public hearing. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Bjornson, seconded by Button to approve consent agenda as written. Ayes: Bjornson, Bjornson-Main, Button and Reichel. Motion carried unanimously.

A) Mille Lacs County (MLC) High Speed Internet Community Outreach Program, 6 pm Wed. 1/11 @ Wahkon Community Hall

B) City Hall Closed Mon. 1/16 Martin Luther King Jr. Day

C) Community Development Block Grant (CDBG) Public Hearing, 9 a.m. Tues. 1/17 @ MLC Courthouse

D) How to Practice Cultural Humility by Roxanne DeLille, 5:30 – 8:30 pm Thurs. 1/19 @ Rolf Olsen Center (ROC) Onamia, FREE Light Dinner Included

E) 6<sup>th</sup> Annual Beef Chili Cook Off & Community Input Meeting Sat. 1/28 @ Wahkon Inn

F) 2017 IRS Standard Mileage Rate 53.5 Cents from 54 Cents: New Wahkon Rate

G) League of MN Cities Insurance Trust (LMCIT) Property/Casualty 2016 Dividend

H) Charitable Gambling Report: 11/2016 Mille Lacs Drift Skippers (MLDS) \$292.42

I) Treasurer's Year End Unaudited Report Ending Balance \$666,842.64

J) Interim Financial Monthly Analysis Reports

K) Disbursement 1/9/17 Register for 12/13/16 – 1/9/17 Total \$97,233.70

UNFINISHED BUSINESS: Neighborhood Watch: Sheriff Brent Lindgren: Council agreed to move unfinished business up on the agenda due to travel distance. WAVE Committee and Council inquired as some incidents have occurred. Lindgren thanked Council for this opportunity and noted that extra

patrols are happening in the area. Cops Grant funds will be used to protect cities and townships without their own police force. Two deputies were hired and will be introduced soon. Neighborhood Watch is an older program that still resonates with folks; City of Pease has signage displayed. With new technology, sharing information and tips is easier than ever. Crime mapping is available on the sheriff's website giving general vicinity. Sheriff's Dept. has a Facebook page and subscribes to Crime Stoppers, a nationwide 20 year old program, where people can electronically give information anonymously. Nextdoor.com can be set up for a community and/or neighborhood to share information amongst themselves about garage sales, events, issues of concerns, etc. Recently MLC dedicated a deputy to cover East Side, Isle Harbor, South Harbor Townships and Wahkon. Informing the public is important and having hyperlinks available on city website would be helpful. Citizens are the eyes and ears of the community and Lindgren impressed the importance of calling 911. Implementing a watch is as easy as ordering signs through Sheriff's Department and informing the public through local media.

Tribal Law & Order Agreement (TLOA): Mayor asked if Lindgren could discuss how the revocation of the TLOA by MLC may affect us. He declined to discuss it at this time and will leave that to other county staff to discuss. Council conveyed their appreciation to MLC for their support.

Veterans Park Feasibility Study Agreement: Heidi Peper was present and thanked council for S.E.H's reappointment as city engineering firm. Wahkon was awarded Initiative Foundation (I.F) \$2500 grant. Originally it was a \$10,000 study that we hoped to fill the missing \$2500 from Mille Lacs Soil & Water Conservation District (SWCD). Rather than doing small beach area, they'd prefer helping with a city wide storm water management plan that could begin this spring with S.E.H help; plan hasn't been officially approved. Approximate cost would be \$25,000 with 75% grant. Weinreich recalled previous councilmember Gary Larson investigated such a plan many years ago for \$10,000. MN Department of Transportation (DOT) may work with City in 2023 for Main Street Renovation including drainage holding ponds. SWCD grant funding goes through MN Board of Water and Soil Resources (BWSR) and would be received in 2018. S.E.H and SWCD will attend future meeting to discuss further. Motion by Button, seconded by Bjornson-Main to enter into the \$7500 Veterans Park Feasibility Study Agreement with S.E.H. of which \$5000 is city portion. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Newly elected President Donald Trump administration may substantially increase infrastructure funding. Council agreed with Peper's suggestion to hold staff work shop meeting to discuss future city needs. City projects that are formally planned have funding priority. Clerk will list project possibilities for citizen input during the community meeting portion of the WAVE chili cook off.

Brian Bezanson was present and requested anything submitted by the Bezanson family that petitioned to vacate 7<sup>th</sup> Street be supplied to him by email. If it goes in the council packet please send it to them. We will do our best to keep you updated.

REPORTS: Sewer: Weinreich has found a contractor to take care of plugged line at the ponds.

Zoning: Ongoing issues: J&J's Detached Townhomes, Ellis, and Diver. Lloyd Carr paid the penalty fee of \$375 for not obtaining a permit prior to enclosing outside steps that were covered with roof overhang; permit has been approved.

Employee, Committee & Councilmember Updates: DOT operator informed Weinreich a future contract with city for snow removal may be necessary. Clerk hasn't received anything official and City has never had a contract. Discussion occurred when Weinreich questioned why snow was piled high at the snowmobile trail head which also blocked some parking in community class five lot. DOT would supply loader and operator, with city responsible for trucking. City has smaller dump truck than what

DOT currently uses, but it would suffice. There would be extra cost for Weinreich to haul the snow. DOT has promptly removed snow piles from Main Street/Hwy 27. Weinreich will clear trail head.

Clerk may have jury duty 2/13 and must call Sunday before but should be back in time for council meeting. Button thanked WAVE volunteers and hopes attendance at chili cook off and community meeting is good.

NEW BUSINESS: Mille Lacs Area Health Foundation Donation Request: Motion by Bjornson-Main, seconded by Bjornson to donate \$1000 from Charitable Gambling Fund toward a Hygiene System tub for residents in long term care. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Isle School District (ISD) 473 Skating Rink Donation Request: Council agreed there are very few things for kids to do after school. Motion by Bjornson-Main, seconded by Bjornson to donate \$500 from Charitable Gambling Fund to ISD 473 for their skating rink. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

General Fund Street CD Maturity & Reinvestment: In 2016 state legislature appropriated money to small cities for streets. Wahkon received \$11,157 and purchased one year CD, which will mature 1/15/2017 for \$11,203.42. CD will automatically renew for another year at same interest rate of .4000%. Rates are still low at .5000% for 18 months up to .9000% for 3 years. Motion by Button, seconded by Bjornson to allow CD212131 to automatically renew for one year. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

July 2017 Fireworks Discussion: Council agreed not to request use of Petty property due to what occurred last year. While watching Garrison fireworks Sheriff Lindgren's personal boat was burnt from debris. Council discussed possible locations; must have adequate buffer from houses & spectators depending upon size of mortar. Should this tradition continue? Usually donations cover the cost and hope is for the Community Events Fund to cover them. Premier Pyrotechnics charges 10% to do the display and their only availability is Monday 7/3. Isle FD no longer wishes to be in charge of fireworks after 2016 display. Fireworks have been on the actual date of 7/4 for many years, however businesses have requested in the past to have the display on an earlier date so tourists can enjoy it. Continuation of fireworks will be placed on the list for citizen's votes at community meeting in conjunction with chili cook off. Ask Isle FD for location suggestions. Bring back to next meeting.

ADJOURNMENT: Motion by Bjornson, seconded by Button to adjourn. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:18 pm

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The January 23, 2017 Planning Commission meeting of the Wahkon Council was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Kim Tyson, Ronda Bjornson-Main, Tony Button, and Christine Bjornson. Employees Chris Weinreich and Karrie Roeschlein were present, as well as, Darrin Welle of National Joint Powers Alliance (NJPA). Meeting was called by the Mayor and notice was properly posted.

Zoning Services Contract with NJPA: Mille Lacs County is out of their region but due to Welle living in Little Falls they felt he could cover us efficiently. Began offering zoning services due to the need and currently serve about 12 communities. No minimum hours required. City wants to do it right the first time through stream lined process, including finally getting planning and zoning page completed on website with permit applications. Completed applications would be scanned to Welle with onsite inspection conducted by him. Enforcement would be handled by NJPA by sending letters, after which attorney would need to become involved if unresolved. Welle would work with council acting as Planning Commission via meetings on the fourth Monday to finish new zoning ordinance. All changes will be reviewed by city attorney. Motion by Button, seconded by Bjornson-Main to contract zoning services from NJPA for \$60 per hour. Ayes: Bjornson, Tyson, Bjornson-Main, Button and Reichel. Motion carried unanimously. Contract dated 11/8/16 will be updated and formally signed at February council meeting.

Review Proposed Edits Regarding Fish House & Recreational Vehicles Section: Ordinance 2016-1 “An Interim Ordinance Authorizing a Study of the Use of Recreational Vehicles for Lodging Purposes and Imposing a Moratorium” is valid until 6/29/17, one year after its adoption. Thereafter, if new rules don’t exist, we will be in the same predicament as before the moratorium with no means to regulate their use. Storage and use of fish houses and RVs for overflow sleeping is fine for parcels with a residence, however they should meet setbacks. For undeveloped properties, all three utilities would be required, electric, water and sewer, as that will be an investment for future permanent structure development.

Review Zoning Ordinance Draft: Dated 6/19/15 with notations from 8/24/15 review meeting was presented. Clerk memo from 10/24/16 meeting outlined previous discussions, including asking Mille Lacs County to take on our zoning, which they have since declined. Thereafter, council decided to look into utilizing NJPA, which was formalized today. City Attorney Kyle Hartnett had taken over drafting the zoning ordinance from Troy Gilchrist, and will now work with Welle to finalize. Ordinance draft was reviewed with Welle. Primary structure must have 900 square feet but no width requirement. Allowing park models and storage containers were debated. Could use interim use permits. Will get advice from attorney and decide at next review. Demolition permits are needed to ensure utilities have been properly terminated. Fee schedule will need to be updated as zoning fees haven’t been increased in a long time.

Discuss Ordinance Option Out of the Requirements of MN Statutes Section 462.3593 Regarding Temporary Family Health Care Dwellings: City attorney drafted one page ordinance opting out, but Planning Commission agreed to include it within future zoning ordinance. Public hearing is required. How does this differ from putting grandma in a fish house on the back of your property? Legislature passed this rule allowing it unless cities opt out. Motion by Button, seconded by Bjornson-Main to being the process of opting out of allowing temporary family health care dwellings by including it in the zoning ordinance. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Adjournment: Motion by Button, seconded by Bjornson to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:17 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The February 13, 2017 Wahkon City Council meeting was called to order by interim Acting Mayor Tony Button at 6:00 pm. Councilmembers present were Christine Bjornson and Kim Tyson. Councilmembers absent were Mayor Sandy Reichel and Acting Mayor Ronda Bjornson-Main. Employees Chris Weinreich and Karrie Roeschlein were present. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Tyson, seconded by Bjornson to approve consent agenda as written. Ayes: Bjornson, Tyson and Button. Motion carried unanimously.

- A) Meeting Minutes: 12/12/16 Council & 10/24/16 Special Council Meetings
- B) WAVE 6<sup>th</sup> Annual Beef Chili Cook Off & Community Meeting 1/28/17 Results Memo
- C) City Hall Closed 2/20 Presidents' Day
- D) Isle Fire Dept. Meeting 2/22 @ 5 pm @ Fire Hall
- E) Building Healthy Communities for our Children, Thurs. 2/23 @ Rolf Olsen Center 5:30 – 8:30 pm with Free Chili Supper
- F) Special Council Meeting Mon. 1/27 @ 6 pm: Review Draft Zoning Ordinance & Current Fee Schedules
- G) Charitable Gambling Reports: Mille Lacs Drift Skippers (MLDS) \$1305 to WAVE Volunteers @ Mugg's Meat Raffle; 10% Fund 12/2016 \$10.98
- H) LG510 City 2016 Annual Report 10% Lawful Gambling Contribution Fund
- I) 2017 Summary Budget Statement
- J) 2017 Pay Equity Report
- K) Treasurer's Report Ending Balance \$602,501.61
- L) Interim Financial Monthly Analysis Report
- M) Tax Settlement Report \$24,729.35
- N) Disbursement Register 2/13 Date Range 1/10 – 2/13 Total \$213,710.11 Less Transfers Total \$19,662.61

PUBLIC HEARINGS & PETITIONS: Continued from 1/9/17: 7<sup>th</sup> Street E, Wahkon Vacation Public Hearing: Motion by Tyson, seconded by Bjornson to open the 7<sup>th</sup> Street E Vacation public hearing. Ayes: Bjornson, Tyson and Button. Motion carried unanimously.

Public Comment: Judy Bezanson spoke for the petitioners and thanked council for continuing the meeting from 1/9 per their request due to weather related driving conditions. Their well and a small structure are within right of way (ROW), which they have maintained over the years. In 100 years it hasn't been used by the public, only as a driveway to the abutting properties. Other streets have been vacated and vacating a portion of the north side of 7<sup>th</sup> Street makes sense. Stacy Bezanson and Helen Eckert were present also.

DNR Recommendation Letter: Clerk read letter dated 12/21/2016, received 12/27/16 outlining their reasons to deny the vacation. "Seventh Street continues to hold public recreational value by providing current and/or future access to the lake for recreational purposes such as shore fishing, canoeing, an observation area, or swimming. There does not appear to be any public benefit to simply vacate the property. Based on the information provided and risking loss of access to Mille Lacs Lake via Seventh Street, the DNR opposes the vacation in regards to Vacation Petition within the Plat of Wahkon."

Letters of Opposition: Two councilmembers were unable to attend. Clerk read letters from Ronda Bjornson-Main and Sandy Reichel, both agreeing with DNR opinion to deny the vacation. Bjornson-Main added "I would also recommend that in the future that the property owners that have

encroached on 7<sup>th</sup> Street make every effort not to further encroach and to possibly remove encroachments when possible.” Motion by Tyson, seconded by Bjornson to close the 7<sup>th</sup> Street E vacation public hearing. Ayes: Bjornson, Tyson and Button. Motion carried unanimously.

Council Decision: According to attorney memo regarding ROW, plat owners have a right to use them even if they haven’t been developed. Streets are for access and emergency vehicles. Brian Bezanson wasn’t present tonight but at a previous meeting stated he was opposed to the proposed vacation and recommended it all be vacated and thereafter the two families would divide up the land via an agreement based upon past maintenance practices. City shouldn’t be giving property away; others will be lining up. Motion by Tyson, seconded by Bjornson to deny the 7<sup>th</sup> Street E vacation request based upon DNR recommendation. Ayes: Bjornson, Tyson, and Button. Motion carried unanimously. City attorney will draft resolution denying the vacation which will be made part of the 3/13 meeting agenda for formal adoption. Bezanson had read somewhere that property owners may ask again in one year after a denial.

ORDINANCES, RESOLUTIONS & POLICIES: Resolution No. 2017-0213 Regarding the Administration of the Minnesota Wetland Conservation 1991 Act (WCA): Previously MLC was given authority to implement WCA rules in Wahkon and a current resolution is required. City may take authority but there are standards involved and staff training needed. Technical Evaluation Panel (TEP) consists of representatives from Board of Waters & Soil Resources (BWSR), MLC and Mille Lacs Soil & Water Conservation District (MLSWCD) and would continue to be involved with review and final decisions. Motion by Tyson, seconded by Bjornson to adopt Resolution No. 2017-0213. Ayes: Bjornson, Tyson and Button. Motion carried unanimously. MLC will continue implementing WCA rules in Wahkon.

REPORTS: Wastewater: Weinreich explained that two new 20 HP pumps are needed in main lift station. One went out and rental is in its place. Recommendation is to purchase two that will function well together and parts are no longer available for current brand pumps. Spring thaw will be soon, and delivery takes 6-8 weeks. New pumps have 5 year warranty and with purchase of two for \$29,000 we save \$1500. Budget included funds for one pump. Calculations were made to ensure pumps don’t overload our force main. Weinreich will obtain additional quote from Braun but requests permission to order pumps through lowest bidder promptly. Motion by Bjornson, seconded by Tyson to authorize purchase of two 20 HP pumps for \$29,000. Ayes: Bjornson, Tyson, and Button. Motion carried unanimously.

Employee, Committee & Councilmember Updates: List of items for sale on Craig’s List was reviewed. Three items have been sold. Trail cutter has an offer of \$1000; Weinreich will counter with \$1100. Council agreed to keep stainless steel tipping kettle price at \$700. The two grills were lowered from \$250 to \$150 for pair but still not interest, leave as is for now.

Weinreich found steel to replace large plow cutting edge, \$500 and small plow for \$450. Shipman’s Auto no longer carries Western plows. WAVE prom is 4/22 at Wahkon Inn.

Zoning: Non-compliant zoning issues, J&J’s Detached Townhomes, Ellis and Diver. Lee Hohlen permit approved to install 30’x54’ manufactured home at 2370 Lake Shore Blvd. Weinreich explained how anchoring standards have changed over the years. Hohlen foundation meets manufactured standards with four scissor metal connections at each corner; before it was tie downs on numerous piers throughout the frame. Ellis installed piers with tie downs at the ends with more pending in the middle. Council agreed to remove Ellis as being non-compliant as his anchoring is similar to what is being installed today.

UNFINISHED BUSINESS: Independence Day Fireworks: Location, Date & Purchase: Premier Pyrotechnics can do the display on 7/3 for 10% of our order, Isle Fire Dept. is willing to help, and Isle Harbor Township board agreed to allow Wahkon to close off Stevens Road for fireworks display from Bare Ass Beach. Motion by Bjornson, seconded by Tyson to hire Premier Pyrotechnics for \$385 to do Wahkon fireworks on Mon. 7/3 and to purchase \$3850 worth of fireworks by 3/1 in order to obtain 10% additional product. Ayes: Bjornson, Tyson, and Button. Motion carried unanimously. Audience member Kathy Vanderbert suggested sending fireworks donation letter to Princeton Jaycees PO Box 463, as she is member.

Nation Joint Powers Alliance (NJPA) Planning & Zoning Services Program Purchase of Service Agreement: Darrin Welle of NJPA will begin working with council to finalize new zoning ordinance and to become zoning administrator in the near future. Motion by Tyson, seconded by Bjornson to enter into a contract with NJPA for “all zoning needs” service for “as needed” hours at \$60 per hour. Ayes: Bjornson, Tyson, and Button. Motion carried unanimously. Special meetings held fourth Mon. of the month at 6 pm will be dedicated to zoning with goal of adopting new ordinance by construction season.

NEW BUSINESS: American Cancer Society Donation & Volunteer Request: Sherry Bixby & Kathy Vanderbert spoke about the 1<sup>st</sup> Annual Northern Mille Lacs County Relay for Life. Location is Isle HS parking lot 5 pm to 1 am Fri. 7/28. Fundraising efforts have begun and organizational meetings are held first Wed. of the month at Cedarwood at 6:30 pm. Need committee chairs, members, teams and volunteers for this event. Letters will be mailed and they’d hoped to use city return address as a means for it to be opened instead of thrown. City address is solely for government use and can’t be used by others, even a worthy cause such as this, but information can be provided through city website, WAVE Facebook, emails, etc. 90% of funds raised stay in the county to support patients and families living with cancer. Bixby & Vanderbert are passionate about finding a cure as many of their family members are fighting cancer and some they have lost. Motion by Tyson, second by Bjornson to donate \$1000 to American Cancer Society Northern Mille Lacs County Relay for Life from the Charitable Gambling Fund. Ayes: Bjornson, Tyson, and Button. Motion carried unanimously.

Wahkon Inn Band Request for 7/1: Tom Remer wasn’t present but sent email requesting permission for a band in his parking lot from 2–6 pm. Isle Fire Dept. bike rally will end at Wahkon Inn that day as well. Council is all for the event but questioned necessity of needing permission as the hours won’t conflict with noise ordinance. Motion by Tyson, seconded by Bjornson to authorize Wahkon Inn to have a band on 7/1 in their parking lot from 2 – 6 pm. Ayes: Bjornson, Tyson, and Button. Motion carried unanimously. Weinreich will check with Remer to see about blockades, signage, etc.

ADJOURNMENT: Motion by Bjornson, seconded by Tyson to adjourn. Ayes: Bjornson, Tyson and Button. Motion carried unanimously. Meeting adjourned at 7:10 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The February 27, 2017 Planning Commission meeting of the Wahkon Council was called to order by Mayor Sandy Reichel at 6:00 pm. Members present were Tony Button, Christine Bjornson, Ronda Bjornson-Main, and Kim Tyson. Employees Chris Weinreich and Karrie Roeschlein were present, as well as, Darrin Welle of National Joint Powers Alliance (NJPA). Meeting was called by the Mayor and notice was properly posted.

Storage Container as Permanent Accessory Storage Building Memo: Karrie Roeschlein went into the audience as a citizen to discuss. After speaking with current Zoning Administrator Weinreich, she thought an 8'x40' storage container could be permitted as Ordinance 2006-1 doesn't specifically prohibit them. Permit application was submitted the next day 2/22 for permanent storage container and pole building. One way container (very nice condition) was purchased with delivery pending. On 2/23 Weinreich explained his unease due to the unknowns and preferred to bring the storage container question to planning commission for approval. Roeschlein submitted memo outlining argument similar to why fish houses were allowed due to no regulations denying them, thus the reason for the current moratorium.

Welle spoke with city attorney Kyle Hartnett in preparation for this discussion and per ordinance it could be a storage shed or structure, however foundation would be required. Most sheds in town don't have foundations and a container has substantial weight, so it won't blow away. People use semi-trailers for storage. Yes but neither would fit aesthetically on Lake Shore Blvd. If allowed, others may want them. Container could be allowed temporarily in conjunction with the approved pole building permit. They are requesting it in order to tear down their garage and small sheds to store items in until pole building is finished; want it permanent, but if necessary temporarily. Welle reiterated that if it is a structure on a foundation it is a permitted use. Moratorium could be drafted by next meeting. Based upon NJPA and city attorney input, storage container is a structure per current Z.O. 2006-1 and as such, must be placed upon permanent foundation or frost footings every 8'. Tim & Karrie Roeschlein may have storage container temporarily in conjunction with approved 36'x48' pole building permit for up to one year, or upon completion, whichever occurs first or permanently if placed upon a foundation. Planning Commission agreed no moratorium is necessary as new zoning ordinance will be ready soon with regulations.

Zoning Ordinance 2/21/2017 Draft Review: Messenger article a few weeks ago stated some building permits are required but not enforced by Mille Lacs County. Even the county has difficulty with zoning and it reinforces our decision to contract with NJPA. Ordinance draft was reviewed page by page and Welle and clerk made notes. Changes will be made and reviewed at 3/27 meeting along with fee schedule.

Zoning Permit Review by NJPA Begins? NJPA will begin 3/1 to review permits in his official capacity as Wahkon's Zoning Administrator.

Adjournment: Motion by Bjornson-Main, seconded by Tyson to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 8:42 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The March 13, 2017 Wahkon Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Christine Bjornson, Kim Tyson, and Ronda Bjornson-Main. Councilmember Tony Button was absent. Employees Chris Weinreich and Karrie Roeschlein were present, as well as, city engineer Jeff Ledin of S.E.H. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Bjornson-Main, seconded by Tyson to remove approval of 2/13/17 minutes from item A for further discussion and approve remaining consent agenda as written. Ayes: Bjornson, Tyson, Bjornson-Main, and Reichel. Motion carried unanimously

A) Meeting Minutes: 1/9/17 Council

B) Wahkon Letter of Thanks to MnDOT for 2016 Hwy 27 Project

C) Onamia Food Shelf Donation Thank You

D) Regional Child Care Capacity Building Summit, Mon. 3/20 @ Pine Technical Community College Auditorium 7-9 pm

E) Special Council Meeting Mon. 2/27 @ 6 pm: Review Draft Zoning Ordinance & Current Fee Schedules

F) Annual Mille Lacs County (MLC) Local Weed Management Training Mtg, Wed. 3/29 @ Zion Lutheran Church 1-3 pm

G) GPS::45::93 Economic Development Overview Training, Thurs. 3/30 @ Braham Event Center 5-8:30 pm

H) Wahkon Days Meeting, Mon. 4/3 @ Wahkon Comm. Hall 4 pm

I) WAVE Meeting, Tues. 4/4 @ Wahkon Comm. Hall 4 pm

J) WAVE Prom Dance Sat. 4/22 @ Wahkon Inn 8-12 pm

K) MLC Assessor's Information Meeting Wed. 4/5 @ 10 am

L) Savage Communication Franchise 2016 Franchise Report \$2,473.38

M) Charitable Gambling Report: 1/2017 Mille Lacs Drift Skippers (MLDS) \$1,212.06

N) Treasurer's Report Ending Balance \$625,856.14

O) Interim Financial Monthly Analysis Report

P) Disbursement Register 3/10 Date Range 2/14 – 3/10 Total \$27,046.85

A) Meeting Minutes: 2/13/17 Council: Judy Bezanson read unapproved 2/13/17 minutes and requested via email the following statement be corrected as they want the record to be clear; "Brian Bezanson wasn't present tonight but at a previous meeting stated he was opposed to the proposed vacation and recommended it all be vacated and thereafter the two families would divide up the land via an agreement based upon past maintenance practices." Judy refers back to 12/2016 meeting "...he clearly stated they were not opposed, they just didn't want the section to go so far to the east and we said we were flexible on that end." Clerk read part of 12/2016 minutes "Brain reiterated his family disagrees with what is presented..." Reichel recalled Brian telling her on site he was opposed to the vacation as written. Vacation petition clearly stated area to be vacated was open to discussion between the families and council. Both parties agree vacation was denied and this doesn't change that. Motion by Bjornson, seconded by Tyson to approve 2/13/17 council meeting minutes as written. Ayes: Bjornson and Tyson. Abstain: Bjornson-Main and Reichel due to non-attendance. Motion carried.

ORDINANCES, RESOLUTIONS & POLICIES: Resolution No. 2017-0313 Denying the Vacation of a Portion of Seventh Street Located in the Plat of Wahkon: Council formally denied the decision at 2/13 meeting based upon DNR findings and recommendation, which was drafted into this resolution. Motion by Tyson, seconded by Bjornson to adopt Resolution No. 2017-0313. Ayes: Bjornson, Tyson. Abstain Bjornson-Main and Reichel due to non-attendance. Motion carried.

REPORTS: Wastewater & 2016 MPCA Wastewater Operations Award: Congratulations again Chris Weinreich! This is second year in a row for this honor. "We reviewed your submitted data and permit records for compliance from 9/1/2015 through 9/30/2016. You are confirmed as the recipient of a Certificate of Commendation for outstanding operation, maintenance, and management of your wastewater treatment system." Council agreed for a one man show he is doing a great job and authorizes his attendance at the March conference to receive the award. Weinreich recently attended MRWA conference.

Discharge pipe in original 1975 north primary pond has issues. Preliminary plans indicate pipe sitting on apron with curb of concrete across it, but no as-built plans to verify. Recent jetting confirmed there is an issue. Through pond expansion project new control structures circumvented these pipes by removing south primary pond pipe, but not the north one, as engineers didn't want to disturb original clay liner. Weinreich needs to use this pipe to exchange water between ponds. He will pump pond down to visually see the pipe from a boat. Has the curb fallen over the outlet partially? Sludge shouldn't be the cause. Big dredge could be brought in if repairs are required, which would be expensive.

Lift station # 3 is having issues. Line has elbows and it is difficult to substantiate its location and configuration, again due to lack of as-built plans. Habeck Construction has been notified should it become necessary to dig promptly, but plan is to wait until frost is out; approximate cost of \$3500. Ordered new epoxy coated impellers for pumps. Two new ABS pumps should be installed in main lift station this Wednesday.

Employee, Committee & Councilmember Updates: Weinreich is still working on roof issue. LMCIT became involved per council request, by sending claims adjustor and engineer. They would cover interior damage caused by leaky roof but not the roof itself due to age of installation. Claim will be kept open until roof is torn off. Tyson suggested contractor that fixed her leaky roof as the structures are very similar. Roof used to leak during heavy rains with high wind but now it leaks more often. Addition was built in 1988; Weinreich has tightened the screws over the years, which is no longer working. Council agreed we need to stay atop of this and get going before contractors become too busy.

Laptop Computer: Clerk has had issues with old laptop stopping during meetings. Per Ernie's Computer Repair, Lenova laptop computer from Discount Computer Depot is a great deal at \$230 with one year warranty, plus additional cost for him to set it up. Motion by Bjornson-Main, seconded by Tyson to spend up to \$350 for new laptop computer, including set up. Ayes: Bjornson, Tyson, Bjornson-Main, and Reichel. Motion carried.

Clerk was excused from jury duty a second time, which concludes two month availability period. All items have been sold through Craig's List, except the two grills, which were pulled due to lack of interest. May 6 is scheduled clean-up day; Weinreich won't be there due to daughter's wedding. Mayor offered to help that day.

Zoning & Shoreland Management Ordinance Update Discussion: With the city close to finalizing a new zoning ordinance, should we review the new DNR Shoreland Ordinance? Current Shoreland Ordinance was adopted 25 years ago in 1992. New ordinance has better diagrams and information. Council agreed to review new ordinance at 3/27 special meeting.

Engineer Jeff Ledin: 2/10 Workshop Update, 1st St. W Sidewalk Plans & Specs, 2017 Street Blacktop, Possible Future Assessment Policy: Several possible projects were discussed at recent workshop. City wide storm water management plan grant funding is available, with June application deadline, and Lynn Gallice of Soil and Water Conservation District (SWCD) will be present at April meeting. Gallice discussed with Ledin utilizing S.E.H for technical help, cost estimate of \$2500 fee of which a percentage would be due from the city. Such a plan would be an asset to developers, citizens and a means to guide contractors and even MnDOT. Plan could be done in phases. Ditches are still drainage systems in need of maintenance policies as they protect street integrity and reduce I&I from entering WW system. Such a plan would be ideal for future street projects. Council will make a decision after discussing with Gallice in April. Assessments require public hearings. Past practice is that city pays 100% through tax levy.

Sanitary sewer has lingering needs as original system was installed in 1975. Treatment ponds are in good shape but force main is a big ticket item to fix or replace. City of Pease recently utilized Heidi Peper of S.E.H to obtain grants for their utility upgrade engineer report, which is needed to be on the list for grants and loans. MPCA hasn't forced the issue yet of repairing the force main due to recent breaks, but could in the future require plan of action. Air release valves were found and now have been regularly maintained. If our wastewater increases it could be a problem.

Sidewalk: Plans and specs, which follow DOT regulations, were submitted by Ledin for 1<sup>st</sup> St. W sidewalk in order to give contractor for quotes. Weinreich suggested width be increased from 4' to 6'. Wahkon Presbyterian Church (WPC) originally installed their sidewalk, some of which has cracked. City wide storm water plan would have elevation bench marks. Per Bjornson, previous resident of the area, portion of this sidewalk doesn't drain correctly. Jacking up the sidewalk was discussed. Need better transition from alley to sidewalk. Sidewalk at intersection of Hwy 27 isn't wide enough due to parking. Ledin believes the plan, which will be modified to accommodate 6' wide sidewalk may precede without a full storm water plan. Veterans Park Feasibility study work is being scheduled per Ledin.

**UNFINISHED BUSINESS:** Building Communities/Empowering Families Northern Mille Lacs County Community Action Sessions Including Free Meal: Thurs. 3/23 @ Eddy's 5:30-8 pm; Thurs. 4/6 @ Mille Lacs Band Community Center 6-8:30 pm; Thurs. 4/20 @ Eddy's 5:30-8 pm. After three community presentations, it is now time for action by collecting citizen input on what the area needs and how to make it happen. If interested in participating, please call city hall. As committee members, Button and Roeschlein will be table facilitators. All of this is sponsored by Catholic Charities, Initiative Foundation (I.F), Nobel Cause Grant, and Mille Lacs Band of Ojibwe.

**NEW BUSINESS:** Initiative Foundation (I.F) 2017 Donation Request: They recently awarded Wahkon \$2500 grant for Veterans Feasibility Study. Motion by Bjornson-Main, seconded by Tyson to donate \$250 to I.F. Ayes: Bjornson, Tyson, Bjornson-Main, and Reichel. Motion carried unanimously.

**MN Rural Water Association Annual Membership:** Motion by Bjornson-Main, seconded by Bjornson to renew option B annual membership \$250, equipment fund contribution \$25 and scholarship fund contribution \$10, for total of \$285. Ayes: Bjornson, Tyson, Bjornson-Main, and Reichel. Motion carried unanimously.

**Mille Lacs County Announces New Financing Tool for Energy Efficiency & Renewable Energy Improvements News Release: Property-Assessed Clean Energy (PACE):** Informational.

Messenger Fun Guide Ad: Annually this is joint effort between organizations and businesses welcoming tourists and highlighting city events. 2016 price was \$89 based upon having at least 10 participants, but there were only 8, which shortchanged the Messenger. This year price of ½ page ad is the same, but they need to charge each participant \$100 in order not to fall short again. Motion by Tyson, seconded by Bjornson for City and WAVE to each pay \$100 for the ½ page Fun Guide ad. Ayes: Bjornson, Tyson, Bjornson-Main, and Reichel. Motion carried unanimously. Bjornson requested kids fishing contest be added to events.

Isle FD Annual Contract Renewal, 2016 Fire Calls & New Fire Hall Info: Wahkon didn't have any official calls, only weather community related under "all". Rate has remained the same for several years. New fire hall is being constructed and rates shouldn't increase. Motion by Bjornson, seconded by Tyson to renew annual contract commencing 3/1/17 with Isle FD for \$9, 375.04. Ayes: Bjornson, Tyson, Bjornson-Main, and Reichel. Motion carried unanimously.

ADJOURNMENT: Motion by Bjornson, seconded by Bjornson-Main to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, and Reichel. Motion carried unanimously. Meeting adjourned at 7:10 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The March 27, 2017 Planning Commission meeting of the Wahkon Council was called to order by Acting Mayor Ronda Bjornson-Main at 6:02 pm. Councilmembers present were Tony Button and Christine Bjornson. Councilmembers absent were Mayor Sandy Reichel and Kim Tyson. Employees Chris Weinreich and Karrie Roeschlein were present, as well as, Darrin Welle of National Joint Powers Alliance (NJPA). Meeting was called by the Mayor and notice was properly posted.

Zoning Ordinance 3/7/2017 Draft Review: Ordinance draft was reviewed line by line with Welle and clerk taking notes. Changes will be made and reviewed at 4/10 council meeting in preparation of 4/24 planning commission public hearing.

Fee Schedule Review: Wahkon fees haven't been increased in many years and Welle provided a draft with current and recommended fees. Copies of fee schedules from Isle, Onamia, and Garrison were provided for comparison. Onamia's fee schedule requires contractors pay \$25 annually to do work within the city in order to show proof of insurance, licenses and bonds. Wahkon will not require that at this time. Remove industrial structure fees, add \$60 fee for additional site visits. Escrow language will be written similar to what other cities require and when balance is less than \$300 it must be replenished.

DNR New Model Shoreland Mgmt. Ordinance Review: Current Shoreland ordinance was mandated and adopted back in December 1992. DNR has finally made a new draft with better diagrams, definitions, etc. Current ordinance is hard to read and there are gray areas that likely have been addressed in the new one. It was agreed that Welle should contact DNR to see if Wahkon could allow larger water oriented structures of 500 square feet to accommodate pontoon boats. This will be worked on after zoning ordinance has been finalized and adopted.

Set Next Special Meeting Date: Planning Commission public hearing will be held 4/24.

Adjournment: Motion by Bjornson, seconded by Button to adjourn. Ayes: Bjornson, Button, and Bjornson-Main. Motion carried unanimously. Meeting adjourned at 8:12 pm.

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Karrie Roeschlein, Clerk/Mayor

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Ronda Bjornson-Main, Acting Mayor

The April 10, 2017 Wahkon City Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Tony Button, Ronda Bjornson-Main, Christine Bjornson, and Kim Tyson. Employees present were Chris Weinreich and Karrie Roeschlein. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Tyson, seconded by Button to approve consent agenda as written. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

- A) Tourism Business Resource Summit Mon. 4/17 @ Wahkon City Hall 7 – 9 pm
- B) Building Communities/Empowering Families Northern Mille Lacs County Community Action Sessions Including Free Meal: Thurs. 4/20 @ Eddy's 5:30-8 pm
- C) WAVE Prom Dance Sat. 4/22 @ Wahkon Inn 8-12 pm
- D) Wahkon Days Meeting, Mon. 5/1 @ Wahkon Comm. Hall 4 pm
- E) WAVE Meeting, Tues. 5/2 @ Wahkon Comm. Hall 4 pm
- F) Clean Up Day Sat. 5/6 @ City Hall Parking Lot 8 – 11 am
- G) Mille Lacs Lake Area Operation Community Connect Mon. 6/5 @ Onamia Elementary School Gym 10 am – 2 pm
- H) Mille Lacs Area Health Foundation Donation Thank You
- I) Initiative Foundation Donation Thank You
- J) Local Government Pay Equity Compliance: MN Management & Budget
- K) Charitable Gambling Report: 2/2017 Mille Lacs Drift Skippers (MLDS) \$33.01
- L) Treasurer's Report Ending Balance \$612,273.69
- M) Interim Financial Monthly Analysis Report
- N) Disbursement Register 4/10 Date Range 3/11 – 4/10 Total \$25,015.16

NEW BUSINESS: Stormwater Management, Clean Water Grant Proposal: Mille Lacs Soil & Water Conservation District (MLSWCD) Lynn Gallice: Council agreed to move this up on the agenda per her request, as she is unable to drive after dark. Grant funding may be available to pay 75% of a city wide stormwater management plan. MLSWCD welcomes any opportunity to help lessen impact to Lake Mille Lacs and would be willing to devote staff to write proposal. Such a plan wouldn't expire, could be used to solicit other grants, and constructed in phases. City's 25% portion would be due in 2018 with grant application due in July. MLSWCD will need to discuss specifics and gather technical information from city engineer through workshop meeting. Memo example was \$30,000 for plan and \$10,000 for administration, total of \$40,000. However actual cost is forthcoming after meeting with city engineer. Button would like this plan in place before MnDOT comes back in 2023. City of Isle may be looking at the same project. Motion by Button, seconded by Bjornson-Main to begin the process through MLSWCD to solicit 75% grant funds to cover a city wide stormwater management plan. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

ORDINANCES, RESOLUTIONS & POLICIES: Resolution No. 2017-0410 Supporting Local Decision-Making Authority: League of MN Cities (LMC) is requesting support through adoption of this resolution via their memo entitled "WAVE of Pre-Emption Legislation Erodes Local Authority." Letter was included dated 3/20 to legislative leaders from LMC, Coalition of Greater MN Cities, Metro Cities (Assoc. of Metropolitan Municipalities), MN Assoc. of Small Cities, and Municipal Legislative Commission explaining their position; "A significant number of bills are advancing in the House and Senate that would undermine established local decision making authority and Minnesota's historically strong state and local partnership." Motion by Bjornson-Main, seconded by Tyson to adopt Resolution No. 2017-0410. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

REPORTS: Wastewater: Weinreich: Force main was repaired in the alley off 3<sup>rd</sup> St. W; nothing leaked out. Larger pumps have been ordered for main lift station and MN Pump will be here next week. Ice is off the ponds and he is ready to test for discharge.

Mille Lacs Island Resort (MLIR): Their Omni Site hasn't been functioning since 1/6/17. Weinreich has called several times and clerk has sent emails. Send correspondence to Joyce at Great American Resorts to ensure response. Not having their numbers affects our numbers. Set up annual meeting, which is long overdue.

Employee, Committee & Councilmember Updates: Button: Wahkon Area Vision Effusion (WAVE) Committee will set date for highway cleanup. Monthly meeting attendance is down, may consider quarterly meetings in the future. Different start times have been tried without a real difference. Button questioned if a new chair would generate more interest.

Bjornson: Concerned citizens approached her about incomplete 3<sup>rd</sup> St. W. trail work that looks terrible. MLDS improved part of the area for snowmobile trail. WAVE purchased old cement culverts, some of which were installed in this area late fall 2016, along with free fill; need about 25 yards more. Council agreed no more trees should be cut down. Motion by Bjornson, seconded by Tyson to approve up to \$1000 to finish the trail on 3<sup>rd</sup> St. W. with black dirt and seed. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Zoning: Non-compliant/unresolved issues: J&J's Detached Townhomes & Diver. Approved permit to Donna Schindele at 535 Hennepin Ave. N to place 24'x30' building and construct 14'x14' porch addition.

UNFINISHED BUSINESS: Creating a Lake Mille Lacs Scenic Byway: East Central Regional Development Commission (ECRDC) along with other regional commissions surrounding the lake, have joined efforts via a state grant to determine feasibility of a scenic byway. Public is welcome to attend meetings that will be held around the area.

Sidewalk Repairs & Replacement: Wahkon Presbyterian Church (WPC) has sidewalk in need of repair, along with panels that are on public right of way (ROW) that they installed at their cost at time of church renovation. Minimum price for concrete jacking is \$1500. They are willing to share some of the cost for public portion and hope it can be done in conjunction with sidewalk replacement in front of Haack-Berg. Engineer drafted plans and specs, which will be revised for wider width. Weinreich will get quotes for council.

NEW BUSINESS: Zoning Ordinance 3/30 Draft & Fee Schedule Review: Council was provided with both for upcoming Public Hearing Mon. 4/24 @ 6 pm.

Benefits of Water Metering: Weinreich attended MN Rural Water Association (MRWA) conference and this topic was discussed. He doesn't bring this up to burden citizens but for the future of this town and to draw businesses. Meters are lower in price and technology has changed. Benefits are (1) determine accurately amount of water used by everyone (2) make everyone self-interested guardian of the water supply (3) every customer pay for the exact amount of water entering the sewer system (4) being equal to everyone on rates (5) lower cost to homeowner, fix leaks will reduce their pump wear, electrical costs (6) lower cost the city with less sewage through the lift station, more room in ponds, less chemical costs (7) meters will provide information to help in reducing inflow and infiltration (8) provide homeowners information on their water usage (9) meters provide information to consultants on future water or wastewater projects (1) promotes water conservation.

Attending the meeting was Joe from Metering & Technology Solutions, meter company, and Robin & Jeff from Midwest Testing, installers. Badger manufactures non-mechanical solid state meters, which are more accurate. They can be read by hand held radio reader or if cellular, readings would be online. Meters are good for 20 years. Technology fee should be added to bill to offset costs, above the meter itself. We should see more revenue as every drop of water from the well is documented; citizens would pay base fee and a per gallon rate. There are many installation scenarios depending upon the homeowners plumbing configuration and location; approximate average cost of \$470 for meter and install, spread out over ten years along with technology fee. Seasonal disconnects may no longer be allowed. Meters give alerts preventing water breaks. Those watering lawn and gardens, not using lake water, could install second meter to document gallons not entering the sewer system.

Council agreed this warrants further research. The two resorts have questioned their sewer usage fees as they haven't been filled to capacity these past few years and this would be a means to charge everyone for their actual use. New billing software would be required. Contact City of Quamba as they recently installed meters.

How Does Your City Honor Veterans? LMC Magazine Article: Request was made for city to write article; clerk asked Button as a local veteran and WAVE Chair involved in Veterans Park renovation project. Council thanked Button for the great article, which can be used for future grant applications.

Family Pathways/Onamia Food Shelf Donation Request: Onamia Food Shelf is open five days a week and some Wahkon citizens use it. Motion by Button, seconded by Bjornson to donate \$100 from Charitable Gambling Fund. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Clean Up Day Fees? Jim's Mille Lacs Disposal fees were outlined in their 3/14 letter. Last year television and monitor fees increased substantially and they haven't changed, \$30 each. Should the citizens pay for some of the fee? Council agreed not to set a fee, but to continue collecting donations as they worry people won't bring in their items readily or items could be thrown in ditches. Need to continue this annual event as a means to keep the town looking good.

Frontier Communications Mille Lacs Indian Reservation Telephone Local Sales Tax: It was brought to our attention that city bill had line items noted as "Wahkon Telecom Local Sales Tax" that were recently changed to "Mille Lacs Indian Res Tel Lcl Sales Tax". Wahkon, MLC and the State of MN believe the reservation was disestablished, thus Wahkon shouldn't be paying reservation taxes. Where does this money go to? Should city attorney weigh in on paying this fee? Council agreed to pay the bill and add note that we disagree. Contact Representative Sondra Erickson about this and keep council informed. Clerk to review all bills for such fees.

Open Forum: Button has been approached by different people from Lake Shore Blvd. regarding drivers not seeing dead end sign. We don't have extra and would a second one help? Council agreed citizens should make request to council by attending a meeting or signing a complaint.

Dead end sign on 6<sup>th</sup> St. E. has been missing for a while and clerk heard it is in California. New sign has been attached to a tree. Button, as Street Commissioner believes it should be properly mounted on a post. Should we pick our battles? Property owner is Gary Larson and as a corner lot, ROW makes up most of his side and front yards. Citizens shouldn't dictate what the city does. Clerk to send letter requesting his input.

Weinreich: Incoming new larger pumps cost \$683 over what was actually approved. He will obtain quotes to repair manhole at sewer pond as the barrel joints are leaking.

Tyson: She would have appreciated being informed as a property owner when city did street repairs, as her bushes were aggressively trimmed and contractor covered flower bulbs. Rocks were removed from their driveway culvert and now it isn't draining properly. Weinreich will investigate. This culvert is plastic, which is no longer allowed. Tyson wants to replace back deck and add hand rails; no permit necessary if 6'x6' or less.

Bjornson-Main: Plans include removal of ramp on south side of her Main Street property, adding one step, fix skirting, and improve drainage by installing rock basin so it doesn't drain to sidewalk. No permit necessary.

EMPLOYEE REVIEWS: Motion by Bjornson-Main, seconded by Tyson to close the meeting per request of employees for their reviews. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Council took a five minute break then proceeded with private individual reviews with Chris Weinreich and then Karrie Roeschlein. Council discussed issues amongst themselves and called both employees back to the table. Clerk's last raise was 1/2012 at step 17, top of the pay scale, and Weinreich since 7/2014. Full single coverage health insurance has been provided by the city since 7/2012. Council agreed Weinreich will move up to step #14 plus 3% cost of living increase for \$23.63 per hour (step 15) and Roeschlein will receive 3% cost of living increase for \$25.75 per hour.

ADJOURNMENT: Motion by Tyson, seconded by Bjornson to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 8:42 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The April 24, 2017 Planning Commission meeting of the Wahkon Council was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Tony Button, Christine Bjornson, and Ronda Bjornson-Main. Councilmember Kim Tyson was absent. Employees Chris Weinreich and Karrie Roeschlein were present, as well as, Darrin Welle of National Joint Powers Alliance (NJPA). Meeting was called by the Mayor and includes a public hearing regarding proposed newly drafted Zoning Ordinance and Fee Schedule Ordinance, which was properly posted.

Approval of Agenda: Motion by Button, seconded by Bjornson-Main to approve the agenda as written. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Staff Report: Darrin Welle of NJPA: Welle made the changes as directed to Zoning Ordinance and Fee Schedule Ordinance. Council, acting as Planning Commission, is looking forward to working with Welle. Attorney Kyle Hartnett supplied memo on how to properly conduct these meetings and has worked closely with Welle to finalize these ordinances. Even though council is acting as the planning commission, minutes and notices should be kept separate, and under Minnesota law they are two separate entities.

Public Hearing: Zoning Ordinance & Fee Schedule: Mayor Reichel opened the hearing. The new Zoning Ordinance would repeal Zoning Ordinance No. 2006-1, the current zoning/land use ordinance, including, but not limited to, making changes to the uses allowed within the City and applicable regulations. Furthermore, the current zoning fee schedule within Zoning Ordinance 2006-1 would be replaced with the new proposed Fee Schedule Ordinance. DNR was given proper notice and had no comments. No one was present to discuss and no written comments were received. Motion by Button, seconded by Bjornson to close the public hearing. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Discussion and Recommendations: Zoning Ordinance looks good as is. Fee Schedule was reviewed line by line. Motion by Bjornson-Main, seconded by Bjornson to separate variance from conditional & interim uses on Fee Schedule Ordinance; increase fees for all three, plus special meetings by request, and request for zoning amendment from \$250 to \$500; and require \$500 escrow for variances. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Special meeting fee has been too low for a long time and must at minimum recoup council salaries. Planning Commission meetings will be held the fourth Monday of the month at 6 pm if necessary. Council Meeting Ordinance should be updated to include more detail about Planning Commission meetings and such; reference Zoning Ordinance Sections 8.2 & 8.3 for details.

Motion by Bjornson-Main, seconded by Button to recommend Council adopts Zoning Ordinance as written and Fee Schedule Ordinance with changes as noted above. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Adjournment: Motion by Bjornson-Main, seconded by Button to adjourn. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 6:30 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The May 8, 2017 Wahkon council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Christine Bjornson, Tony Button, and Ronda Bjornson-Main. Councilmember Kim Tyson was absent. Employees Chris Weinreich and Karrie Roeschlein were present. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Bjornson-Main, seconded by Button to approve consent agenda as written. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

- A) Planning Commission Meeting Mon. 5/22 @ 6 pm
- B) Wahkon Days Meeting, Mon. 6/5 @ Wahkon Comm. Hall 4 pm
- C) WAVE Meeting, Tues. 6/6 @ Wahkon Comm. Hall 4 pm
- D) Mille Lacs Lake Area Operation Community Connect Mon. 6/5 @ Onamia Elementary School Gym 10 am – 2 pm
- E) Mille Lacs County (MLC) Household Hazardous Waste Collection Thurs. 6/8 @ Wahkon - ML Public Works Building
- F) LG220 Exempt Permit Application: Mille Lacs Equal Rights Foundation (MERF) Raffle, Wed. 9/20
- G) 2017 League of MN Cities Insurance Trust (LMCIT) Property/Casualty Renewal Summary Memo
- H) LMCIT Liability Coverage – Waiver Form: “The member does not waive the monetary limits on municipal tort liability established by MN State Statutes, Section 466.04”
- I) 2017 Creative MN Report about East Central MN
- J) MN Pollution Control Agency (MPCA) 4/26 Letter
- K) Charitable Gambling Report: 3/2017 Mille Lacs Drift Skippers (MLDS) \$651.29
- L) Treasurer’s Report Ending Balance \$615,394.46
- M) Interim Financial Monthly Analysis Report
- N) Disbursement Register 5/8 Date Range 4/11 – 5/8 Total \$29,579.84

ORDINANCES, RESOLUTIONS & POLICIES: Ordinance No. 2017-1 City of Wahkon Zoning Ordinance: After a public hearing on 4/24 the planning commission recommends approval of zoning ordinance and fee schedule. Motion by Button, seconded by Bjornson-Main to adopt Zoning Ordinance No. 2017-1. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Ordinance No. 2017-2 Adopting a Fee Schedule for the City: Motion by Bjornson-Main, seconded by Button to adopt Ordinance No. 2017-2. Ayes: Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Resolution No. 2017-0508 Authorizing Publication of a Revised Zoning Ordinance & Fee Schedule: Motion by Bjornson-Main, seconded by Button to adopt Resolution No. 2017-0508. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

**REPORTS:** Audit: 2016 Financial Statements & Independent Auditor’s Report & Management Letter: Carl Nordquist of Althoff and Nordquist, LLC thanked council for choosing his firm and presented a summary of the audit. He didn’t find any issues and everything is in compliance. City recorded a cash loss of \$40,388 in 2016, versus a gain of \$95,655 in 2015. This was due to not using budgeted funds in 2015 for blacktop & ditch work and then doing a large project in 2016. Wahkon is at 92% of fund balance for disbursements; when it gets down to 50-40% bills don’t get paid promptly. City is looking good financially. Enterprise fund is generating enough to pay the bills and a bit extra to build up funds for emergency repairs. He went into depth explaining pension plan figures, which are now required in

order for entities to know what their future liability is for retirees; \$129,000 doesn't mean we owe that money, but is the projected liability and helpful for long term pension planning. If interest rates change, liability also changes. Budget receipts came in over budget and disbursements were under; fine job controlling expenses. Management letter states there are material weaknesses, specifically lack of segregation of duties, which is common for a town our size with combined clerk/treasurer. Council is doing well by reviewing payments and bank statements. Nordquist concluded with the reminder to keep a certain amount of money on hand to take care of issues as they arise and plan the expenses when possible.

County: Deputy Tony Erholtz explained to council he was hired through a Cops Grant to provide assistance and coverage to cities and townships without a police force. The other deputy will begin soon, Alex Tokar. Either one of them can be contacted by council and/or citizens about issues/concerns and will strive to attend council meetings when they can. He provided a worksheet of 16 calls for service in April that occurred within city limits. New Hwy 23 initiative is a postcard with a lovely family on the front reminding drivers to be attentive, as the mother died recently in an accident. Additional county presence would be useful with summer approaching.

Pat Oman, MLC Administrator was present to discuss many topics. Also present was County Board Commissioner Dave Oslin. Law Enforcement: State has organized mediation between County and Mille Lacs Band of Ojibwe regarding the dissolution of the tribal cooperative law enforcement agreement, thus he can't say too much. Full explanation of why agreement was revoked is available at county website, but basically it was due to it not being followed. They tried to fix it, but in the end their only option was revocation. Per Oman, county wants tribal law enforcement as it is an important component. With three year grant funds, the Cove facility is now manned 24/7 with a deputy; additional deputies have been hired to ensure proper coverage. Presence in the northern part of the county has been increased. If there is a renewed agreement, county would still keep the additional deputies. Reichel conveyed that the city supports the county's efforts.

Small City Development Grant: Forgivable loan at 0% interest to update single family homes in Wahkon; same in Isle with addition of commercial rehabilitation. MLC submitted the grant application and it is pretty much locked in, but there is some delay. Central MN Housing Partnership with oversee loan program and MLC will submit application for two additional cities in 2018. Commercial revolving loan component could generate funds for future use through the individual cities.

ML Lake Area Economic Relief: Legislature set aside funds to help new and existing area businesses survive the Walleye fishing band, by issuing loans through MLC. All counties, cities and townships that touch the lake are included. Loans from \$5,000 to \$100,000 are available at a low interest rate for maximum of 20 years. Up to 50% of the loan may be forgiven if businesses remain in the community. There is also a tourism grant for events, signage, advertising, etc. There is 1.4 million left in the fund with a June deadline to distribute.

Frontier Reservation Tax Explanation: Oman is confident this was an error by the contractor hired by Frontier to handle all taxes. MLC Attorney Joe Walsh was also involved and now the tax is labeled as Mille Lacs County Tax for the ½ percent charged for road improvements. At a township meeting, another bill with such a tax was given to Oman, and they are investigating that as well. Press release explains what transpired. MLC tax is collected by the State and given to MLC effective 1/1/2017. See county website for further details. It is a way to keep the tax levy down.

2020 Census: Mille Lacs Band of Ojibwe Reservation is noted on Google maps and was one reason why they took over for the 2010 census. Wahkon believes the 2010 census wasn't done correctly, as five people in the Mayor's household were never counted, as well as some other residents.

City wanted the county aware of this in preparation for 2020. County is reviewing the 2010 data and asking for explanation. They are making records requests as to how the designation actually came to be, as city and county believe the reservation was disestablished.

Future Economic Development Authority Board: EDA Board, including housing authority, would report to county board. Want public and private entities involved, including a Wahkon representative, representing a smaller city; townships and two county board members. Mileage would be reimbursed. They want a committee to go through all the details and make recommendations to the board, which would decide if an EDA should be established. There will be public hearings before such a committee is in place and all entities in the county will be able to opt out or opt in. Participants could apply for certain funds such as tax credit dollars to build housing. A Tax Increment Financing (TIF) policy was something council mentioned previously they wanted to review.

Gas Tax: Per Button, Morning Star Market (MSM) generated almost a million in taxes, which seems to be used in the metro area and not in rural areas. Why can't some of it stay in the community in which it was generated? First time ever, City received funds for streets via 2015 legislature. Last year the bill wasn't passed and hopefully this year, additional funds will be granted to help small communities with streets. MLC talks to the State often and supplies them with a list of issues. Franchise fees are another means for cities to collect funds to pay for street improvements. County now has a point person to help us study and research options. Oslin stated the county visits the capital often.

Wastewater: Weinreich stated he is currently discharging at the ponds. No alum was needed, approximately \$5,000 savings. MLIR Annual Meeting Scheduling: First week of June is possible for MLIR. Reichel and Bjornson-Main said any day but Monday and Friday work for them.

Zoning: New permit approved for Patrick Bauer @ 325 North Main for 10'x12' storage shed.

Temte Dock Issue Greenwaldt Memo: Six page memo was submitted by Al & Joni Greenwaldt relative to Temte dock with boat lift, extending out from his 20' wide lakeshore. There were several items noted as needing council resolution. Greenwaldts were not present; Mike & Sue Temte were. Mike stated he feels threatened and bullied and everything on this issue was discussed and settled in 2013. New Zoning Administrator Darrin Welle checked with DNR and wrote the following in his memo "There has been discussion on docking standards within the city. I have discussed this with the area hydrologist from the DNR and I am not aware of any rule in the city zoning ordinance that has standards on dock placement in the water. There are standards on things such as the size of the dock. The fact sheet that you have been given regarding docking does suggest placing the dock in a location that would be in line if you expanded your property line out into the water, but this is not a rule. Docks need to be placed on property you own; this would apply to the point that the dock touches land. Based on this, I do not believe there is an issue that the City would be able to address."

Council agrees with attorney memo and based on pictures provided by Temte they don't see an issue. Button went onsite and confirmed dock has been placed at 90 degree angle to the property; he has 20 feet and Greenwaldt has over 100. Furthermore, this issue won't be placed on the agenda again as it has been discussed twice, today and back in 2013, with the same outcome that the city won't become involved as it has no jurisdiction to do so.

Employee, Committee & Councilmember Updates: Weinreich is getting bids for blacktopping and ditch work. Alley in block 14 was improved last year and in need of wider aprons on both ends. Snowmobile and walking trail area on 3<sup>rd</sup> St. W. should have more width. Some of the walking trail was improved last year with used cement culverts and free fill from other projects. Complaint was heard that it wasn't finished, which will occur this year. Blacktop from alley to lake is narrow and two vehicles can't pass. More property owners use this street and plowing can be difficult with 11' plow. Get estimate to add class five this year. All estimates will be brought to next council meeting.

Veterans Park Feasibility Study: Clerk reminded Button and Bjornson of a workshop meeting with S.E.H. on 7/25 at 1 pm. Scenic Byway Feasibility Study is being conducted by the regional development commissions that surround Lake Mille Lacs. Great venue to bring people to the area. Maintenance agreements may be stumbling block. Vets Park will hopefully lure them to Wahkon! Wahkon Area Vision Effusion (WAVE) Committee will have a Memorial Service at Vets Park naming all 140 veterans that have a walk to honor paver; need volunteer readers. Isle Area Honor Guard will also be there.

NEW BUSINESS: City Hall Roof Replacement Quotes: Received four quotes. All included sales tax, which was removed from three, as it was a line item, but not from Thornton; called him twice but no reply. Willet Remodeling & Construction \$27,194.35; PCI \$25,380; Thornton \$14,867.53; and Paul Lind Enterprises \$11,976.72. There could be additional costs if water damage is found after roof is removed; budgeted \$30,000. Motion by Bjornson-Main, seconded by Bjornson to hire Paul Lind Enterprises as the lowest bid of \$11,976.72 to replace city hall roof. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Hire Seasonal Maintenance Person? Weinreich needs summer help to keep overtime down. Ron Doty finished off the season last year but decided not to return due to health issues. Hourly wage of \$9.50 for approximately 10 hours per week for mowing and miscellaneous work in the parks. Motion by Button, seconded by Bjornson-Main to place an ad in the Messenger for seasonal maintenance person. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Open Forum: John & Peggy Berczyk were present and questioned possibility of a public dock on Maple Lane? This topic was brought up previously but no official petition requesting it has been received. This would give back lots on Lake Shore Blvd lake access for boats. There used to be a private dock there. This would be a city amenity, like boat launch dock offered at City Park. Street parking would be a problem; most would bring trailers home. With changes to the lake and resorts going out of business, this is becoming an issue. People want to launch their boats. Feasibility would begin with a petition. Berczyks are for it, if done right and parking is addressed, as it is a residential area. Tables for now as nothing official was received tonight and this will take much discussion.

ADJOURNMENT: Motion by Bjornson-Main, seconded by Bjornson to adjourn. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:34 pm

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The June 12, 2017 Wahkon City Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Tony Button, Christine Bjornson, Kim Tyson, and Ronda Bjornson-Main. Employees present were Chris Weinreich and Karrie Roeschlein. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Clerk requested item A be removed for further discussion. Motion by Button, seconded by Tyson to approve consent agenda as written, with exception of item A. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

B) Planning Commission Meeting Mon. 6/26 @ 6 pm

C) Independence Day Fireworks Mon. 7/3

D) League of MN Cities (LMC) Annual Dues No % Increase Letter

E) MN State Demographic Center 2016 Wahkon Population & Household Estimates

F) Mille Lacs County (MLC) County State Aid Hwy 17 (55<sup>th</sup> Ave. aka Summit Ave) Resurfacing

G) Wahkon Days 2017 Council Memo Re: Closures & Noise Ord

H) Charitable Gambling Report: 4/2017 Mille Lacs Drift Skippers (MLDS) \$344.51

I) Treasurer's Report Ending Balance \$615,394.46

J) Interim Financial Monthly Analysis Report

K) Disbursement Register 6/12 Date Range 5/9 – 6/12 Total \$71,820.32

A) Annual Mille Lacs Island Resort (MLIR) Meeting Tues. 6/13 @ 11 am: Jodi Kanera of MLIR phoned the clerk apologizing they are unable to attend. Clerk to check with all parties and reschedule as soon as possible.

ORDINANCES, RESOLUTIONS & POLICIES: Tax Increment Financing (TIF) & Tax Abatement Policy Sample: Council had indicated interest in reviewing such a policy, which was drafted by Pat Oman, MLC Administrator. Tabled until July meeting in order to discuss further with financial advisors David Drown & Associates.

REPORTS: Wastewater: Weinreich has finished discharging. Saved money as alum wasn't required for treatment and the pond pipe fixture issue was resolved without a contractor.

Zoning: Darrin Welle, Zoning Administrator wasn't present but submitted monthly report in a new memo format. Welle has been surprised by number of permits so far this year, ten. Rest assured permits are being done properly and Welle is very nice to work with.

Employee, Committee & Councilmember Updates: Weinreich completed ditch work in front of Hohlen residence on Lake Shore Blvd. City hall and community hall building was re-roofed in two days. League of MN Cities Insurance Trust (LMCIT) claim was left open in case interior water damage was found once the roof was opened, but there wasn't. Rafters were constructed of good lumber and no mold was found. Weinreich will get contractor bid for maintenance free door jabs on back side of building.

Public Wi-Fi Hot Spot: Roeschlein: MLC installed one in community hall along with laptop computer using Blandin Foundation broadband grant funds, which has concluded and all equipment is now owned by the city. One person frequently used the laptop and she stated that continuation for only one isn't worth the expense. There are a few options available to continue having Wi-Fi for meetings and hall renters to access, but the laptop won't be available to the general public. Clerk to investigate further for cost effective way to keep city government separate and protected from public Wi-Fi.

Veterans Park Sidewalk: Button thanked everyone involved with the Wahkon Area Vision Effusion (WAVE) Committee Memorial Day service at the Veterans Park. Unfortunately a woman fell to her knee due to the cracked sidewalk; no injury claim has been submitted. Council delayed replacement per S.E.H engineer's suggestion to plan ahead through a feasibility study. Button stated there were misconceptions of what we wanted and what they dream for us, as evident by their first plan, which lead to another workshop meeting with Button, Bjornson, city & S.E. H staff. Revised plan came via email today and wasn't included with tonight's agenda. Button wants the sidewalk promptly fixed and to remove it from feasibility study. Funds were budgeted for sidewalk replacement last year but don't carry over.

What about drainage from street and highway that goes into the lake? All elevation must begin at the wall which won't be changed. Any drainage containment system would be within the right of way. Yes there are grants available, but where will the matching funds come from? ADA regulations are required when improvements are made. Maybe that is why the original step raisers were made so small to accommodate the elderly. Railing on the steps is required too. Keep the handicap spot and utilize grass areas for more parking. Council directed Weinreich to obtain estimates to replace the existing sidewalk, including curb, in conjunction with 1<sup>st</sup> St. W. sidewalk replacement. S.E.H did revise 1<sup>st</sup> St. W sidewalk plans and specs. Place on 6/26 special meeting.

Speed Bump: Reichel was asked by resort patrons to please paint the culvert hump on North Main similar to how speed bumps are painted to warn drivers. Culvert replacement was previously discussed, but that can wait until 2018 budget. Weinreich will paint it for now.

UNFINISHED BUSINESS: Block 14 Alley & 3<sup>rd</sup> St. W Improvements: Letter was sent to abutting property owners relative to adding aprons at both ends of the alley and widening 3<sup>rd</sup> St. W. from the alley extending to the lake with class five. Deb Lawler asked clerk to convey her request to delay this discussion as she was unable to attend due to illness. Several owners were in the audience, so discussion ensued. Jeanne & Richard Ahlgren supplied council with their written opinion "We think there is no need to widen 3<sup>rd</sup> St. West at this time. We have not observed any increased traffic in the past 17 years. The narrow road slows down traffic and increases safety." During Vikings Arctic Blast, MLDS groomed ditch area for snowmobiles which packed some snow onto the road itself; complaint was heard from Tom Cardwell there wasn't sufficient width. Walking and biking trails are important tools to bring people to town. Ditch improvements were made late fall with reasonably priced used cement culverts and free fill from other projects. Complaint recently heard asking when the ditch/trail improvements would be finished, which will be this summer in conjunction with this work. Property owners questioned if plans include blacktopping and assessments? No assessments and only class five at this time. Debate continued on which access should be used by snowmobilers; MLDS prefers this route which leads to the community class five parking area on 2<sup>nd</sup> St. W behind Wahkon Inn. Additional width will make it safer for pedestrians and vehicular use. Bjornson-Main uses it with her granddaughter in a stroller and recalls as a kid accessing the trails into the parks from here. Reichel stated if we have the ability to improve safety why not? Tri State Land Company dedicated reserve property along the lake for public use and streets were platted there as well in the plats of Pottstown and Wahkon. Most has since been vacated with exception of three blocks of lake shore from 3<sup>rd</sup> St. W to 6<sup>th</sup> St, including City & Veterans Park. Two resorts lease the lake shore property between 5<sup>th</sup> and 6<sup>th</sup> streets. What a great asset to citizens and tourists to have such an area for public use. Mille Lacs communities are having economic issues and council needs to think ahead. Opening paper streets for trails can cause issues with property owners. Button stated we have to change to bring younger people to the community or we won't have a community. Council agreed to move ahead.

Hire Seasonal Maintenance & Mowing Person: Only two applications were received after two weeks of ads in the Messenger and on city website. One applicant rescinded due to his leaving in mid-August to their winter home, but offered to be on call should city need him. Weinreich interviewed Lee Hohlen who has golf course and maintenance experience. In the interim, Jacob Weinreich has been mowing as a contractor, not an employee, in preparation for the MN Rural Water Association (MRWA) conference in town this week and to keep Weinreich OT down. Water and wastewater operators from all over the state come here for training. Motion by Button, seconded by Bjornson-Main to hire Lee Hohlen for the seasonal maintenance position. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Hohlen will begin week of 6/19 working 10-15 hours average per week at \$9.50 per hour.

Clean Up Day 2017 Cost & Past History: \$2,245.04 Jim's Mille Lacs Disposal invoice with \$330 donations received covering 14.70%. 2016 was highest ever \$4,813.83 with \$580 donations, 12.05%.

J&J's: Bjornson asked what can be done regarding items Jeff Eye has removed from the sold J&J's Resort and storing them on J&J's Detached Townhome parcel. Resort is owned by Mille Lacs Band of Ojibwe. Resorts have laterals all over the place, which is why they agreed with Weinreich to plug the main line directly from the manhole to ensure no I&I enters the system. They'll get this completed soon. No official complaint has been signed.

NEW BUSINESS: Beachside Resort Leased Property: City Beach Sign Removal: Ben Lapinski was present requesting removal of the sign, as his lease states he may rent the use of the premises to the general public and he is worried about liability. Reichel never understood why the sign was there in the first place, as it seems random, but she'll stay out of the conversation as a previous owner of this property. Leased property is public property and in the past the beach in front of the Veterans Park was full of weeds, so the public gravitated to the area between the resorts. Vets Park beach is better now and also has playground equipment. Lease states "...use of the Lease Area shall not interfere with the City's current use of the beach area surrounding the Lease Area." Lease area has a full legal description and depicted on a survey map, both are included in the agreement. Should beach sign be moved there? Is it even needed? It will always be public and council would hate to see people chased away. Lapinski and Tim Pater of Island View (also in attendance) both agreed they wouldn't do that. Sign states "swim at your own risk" but insurance company has never required it. Council agreed to remove the sign completely.

Beach Sand: Button asked if beach sand could be added to the Vets Park now that Buck Moore Dam project is complete and lake levels have adjusted. Sand was added couple years ago. Weinreich will discuss permitting process with Ken Zyke of DNR.

Annual Dock Inspection: Lapinski didn't realize it was needed as his lease should include everything. City attorney memo was received today and supplied to council and Lapinski. Dock Ordinance #2011-1 as amended requires a permit for a dock and entering into a lease agreement. Lease agreement requires resort to obtain all permits necessary to construct improvements to leased area, including dock permit. "The Agreement does not mention that it shall serve as a dock permit pursuant to the Ordinance. Such a permit, therefore, is still required." "However, the Agreement can be amended in order to serve as both a lease and the dock permit." Inspections were to prove dock safety and insurance certificate requirement. If city inspects, does that give us liability? We aren't building inspectors. If resort leases will be amended allowing docks without dock permit, Pater of Island View requests their lease be updated similar to Beachside, though technically it doesn't expire until 2020.

Council agreed it is best to do it now while all the issues are fresh in everyone's mind. Motion by Button, seconded by Bjornson-Main to instruct city attorney to add dock ability, without annual permit, to both resort leases and draft new lease agreement for Island View Resort similar to Beachside Resort. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Pater concluded with the statement "It is public, always has been and always will be."

Resort Wastewater Usage Fees Discussion: Beachside & Island View Resorts: Lapinski and Pater were both present. Beachside added four new RV sites through sewer permit and clerk requested an inspection to clarify actual number of connections for billing purposes. He sent a map of currently used connections along with email. Both resort owners question their fees versus how much they are actually used. Pater had submitted a memo to the clerk a few months ago but waited until he was able to attend, before presenting to council. Back in 2015 he questioned usage fees and gave suggestions along with 5 years of actual cabin occupancy data. Resort cabin rentals have declined substantially over the years due to fishing regulations. Reichel suggested we aggressively begin water meter project in order to bill wastewater based upon gallons. She totally understands, as a previous resort owner, and empathizes with them. However, adjusting usage fees for resorts will cause issues with MLIR and citizens. Currently a single person pays as much as a family of five. Meters would cause people to fix leaks and not run water in the winter. Seasonal or half usage fees and winter credits for snowbirds could be eliminated. Council agreed to discuss meters at the 6/26 special meeting. Motion by Bjornson-Main, seconded by Bjornson to remove fish house usage fee from both resorts and leave Beachside Resort usage fees as is for now relative to new RV sites. Ayes: Bjornson, Bjornson-Main, and Button. Opposed: Tyson. Abstain: Reichel. Motion carried. Could we add meters to resorts first? Maybe, but we need to have a base rate set to ensure we are collecting enough to pay for the system. Having meters would be a plus should city water ever be revisited. City doesn't require sewer inspection when property is sold.

Fireworks Memo: Council had previously indicated the Event Fund should be used for Independence Day fireworks; current balance \$12,470.26. Should donation letters still be sent? If we don't ask, people won't give. Companies outside the area that we do business with also donate. Council agreed to send out donation letters and if necessary will use Event Fund to cover difference, as we have in the past.

Blacktopping Quotes: Weinreich presented three quotes for blacktopping; Rocon Paving \$30,830, North Central Paving \$31,336, and Anderson Brothers \$29,735, which was the lowest. Two options were given for 1<sup>st</sup> St. W of which the least expensive small area option will be done, thus reducing all three quotes. Pot holes were filled early with cold patch this year. Budget is \$25,000. Motion by Button, seconded by Bjornson-Main to hire Anderson Brothers to do the paving. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Ditching Quotes: Seven bids were presented for various ditching projects; five from All American Construction, one from DeBoer Landscaping and one from R.C. Habeck Excavating. Council thanked Weinreich for doing his due diligence in obtaining quotes. Council agreed that Street Commissioner Button and Weinreich will decide what needs to be done this year. Motion by Tyson, seconded by Button to prioritize ditching projects and go as far as they can within budget. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Budget is \$10,000.

MN Assoc. of Small Cities (MAOSC) Annual Renewal & Legislative Update Memo: They do a lot for small cities and work closely with LMC. Motion by Button, seconded by Bjornson-Main to renew membership in the amount of \$212.70. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Clerk Cell Phone Reimbursement Request: Other cities reimburse \$20–\$35 per month. Reichel explained how she appreciates being able to contact clerk after hours on questions that may arise. Motion by Bjornson-Main, seconded by Tyson to reimburse Clerk Roeschlein \$30 per month beginning with June. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

ADJOURNMENT: Motion by Bjornson-Main, seconded by Tyson to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 8:04 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The June 26, 2017 Wahkon Special Council meeting was called to order by Mayor Sandy Reichel at 6:06pm. Councilmembers present were Tony Button, Christine Bjornson, and Kim Tyson. Councilmember Ronda Bjornson-Main was absent. Employees Chris Weinreich and Karrie Roeschlein were present, as well as representatives from city engineering firm S.E.H, Jeff Ledin and Heidi Peper. Special meeting was called by the Mayor and was properly posted. Meeting began with the Pledge of Allegiance.

Veterans Park Feasibility Study: South Main Street Improvements Plan: S.E.H: Ledin suggested we rope off dangerous sidewalk when he heard someone fell during the Memorial Day service and asphalt the bad areas for now. Council originally wanted to replace sidewalk, but delayed it for this study. First plan focused on park interior, then after a workshop meeting, this So. Main St. plan was drafted to address the exterior. In 2023 MnDOT has Hwy 27 scheduled again and in conjunction could redo Main Street with lighting, sidewalks, etc. They also shared plans to relocate intersection at So. Main St. leading to Vets Park, creek would be relocated, and drainage ponds constructed on unused streets. With this in mind, 1/3 of the plan to the south shouldn't be completed until DOT plan is fully known, which is always changing. Public opinion is to leave the Vets Park wall alone. Steps currently don't meet ADA. It is difficult to design part of a plan, for example replacing the sidewalk, before adding the parking stalls.

Plan estimates range from \$302,573 to \$319,745, which doesn't include storm water drainage system to prevent run off from entering Lake Mille Lacs. City authorized ML Soil & Water Conservation District (MLSWCD) to begin process of finding grants for city wide storm water drainage plan, thus it was removed from park plan. This is first time full council has seen this plan. Lake Mille Lacs isn't just a fishing lake anymore. Feasibility study for a scenic byway is underway and if approved, this area would draw people to town. Council reiterated it took Wahkon Area Vision Effusion (WAVE) Committee four years of fund raising and countless volunteer hours for most recent park improvements, which shouldn't be changed. This was the reason why the plan was refocused to So. Main St. Once a formal plan is adopted, phases can be done, which may count toward city cost share.

Originally this feasibility study was \$10,000, but storm water was removed. Instead of receiving \$5,000 in grants, we received \$2,500 from Initiative Foundation, thus study was scoped back to \$7500. Peper is pursuing funding for the whole project, which could be combination of grants and loans. An outdoor grant deadline is 3/31/18, which may fit the boat landing improvement. With current legislature economic development grant/loan funding in the area, this project may be ripe for a bonding bill with support. There is a time and place for the details, but don't get bogged down in it now. There are many town improvements needed and citizens may not agree on spending additional money here. Project won't move forward unless funding is found that will work for us.

City Sidewalk Repairs & Replacements: Council agreed to asphalt patch Vets Park sidewalk to make it safe. Weinreich received one cement bid and is requesting more for 1<sup>st</sup> St. W. Wahkon Presbyterian Church originally installed sidewalk on ROW and are requesting it be repaired along with sidewalk replacement to the east. Bids will be reviewed at 7/10 meeting to determine if city will pay for it all or a percentage.

Adjournment: Motion by Tyson, seconded by Bjornson to adjourn. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 6:50 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The June 26, 2017 Wahkon Planning Commission meeting was called to order by Mayor Sandy Reichel at 6:51 pm. Councilmembers present, sitting as commission members, were Tony Button, Kim Tyson and Christine Bjornson. Councilmember Ronda Bjornson-Main was absent. Employees Chris Weinreich and Karrie Roeschlein were present, as well as Darrin Welle, Wahkon Zoning Administrator from National Joint Powers Alliance (NJPA). This meeting was called by the Mayor and properly posted.

Approval of Agenda: Motion by Tyson, seconded by Bjornson to approve the agenda as written. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously.

Minutes: 3/27/17, 2/27/17 & 1/23/17 Planning Commission Meetings: Motion by Bjornson, seconded by Tyson to approve 1/23, 2/27 and 3/27/17 Planning Commission meeting minutes as written. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously.

Staff Report: DNR Shoreland Ordinance: Darrin Welle of NJPA: DNR updated the shoreland ordinance from their original to clarify gray areas, add diagrams, and make legislative rule changes. Wahkon adopted the original in 1992 and this is a cleaner newer version. Items in blue are DNR changes, and yellow highlights changes Wahkon is requesting, which must be approved by DNR. Council reviewed ordinance page by page and Welle made notes. Some changes being requested are: decks include those less than 3' in height, wood or plastic; add to impervious definition "decks with impervious surface below", change land uses and setbacks to fit 2017-1 Zoning Ordinance regulations. It was previously discussed that water oriented structures should be increased from 400 to 500 square feet in order to accommodate larger pontoons. Council agreed DNR would likely oppose this as being detrimental to the shoreland. Leave as is and use variance process should anyone make request.

Welle is versed in grading and filling shoreland regulations in comparison to floodplain. Land alteration permit isn't required in conjunction with a building. Vegetation management was discussed. Ordinance doesn't define "intensive vegetation clearing" or "limited clearing". If it is dead it can be removed for safety, but rules are intended to maintain natural environment if possible. Many communities have added details but it is tough. Leave as is. Commission agreed to incorporate "permeable surfacing system" details from 2017-1 Z.O. into Shoreland ordinance as Section 8.43. Citizens need to know these systems are allowed for up to 50% credit if installed properly by a licensed contractor. Noted changes will be made by Welle and forwarded to Ken Zyke of DNR for approval. Motion by Button, seconded by Tyson to schedule Shoreland Ordinance public hearing at 7/24 Planning Commission meeting. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously.

New Business: Unofficially Chip & Shooter Frederickson of Meshigun Point Townhomes may soon request permit to build additional townhomes, as the last one has sold. They've built a duplex and triplex of eleven townhome units approved through a recorded planned unit development (PUD) several years ago. Last year Shooter stated to clerk, his engineer was confirming through as built plans and calculations that their PUD is being followed. One known issues is PUD included drainage pond that hasn't been built yet. Welle would compare current conditions provided to him by the developer, to the recorded PUD plan and send letter requiring resolution, if needed, before issuing future permits.

Adjournment: Motion by Button, seconded by Tyson to adjourn. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:46 pm.

The July 10, 2017 Wahkon City Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Christine Bjornson, Tony Button, Kim Tyson, and Ronda Bjornson-Main. Employee Karrie Roeschlein was present, as well as, financial advisor Shannon Sweeney from David Drown Associates. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Tyson, seconded by Bjornson to approve consent agenda as written. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

- A) Meeting Minutes: 3/13, 5/8 & 6/12 Council; 6/26 Special Council Meetings
- B) Notice of Past Public Hearing with Budget Detail: East Central Regional Development Commission (ECRDC)
- C) Planning Commission Meeting/Public Hearing Mon. 7/24 @ 6 pm
- D) Thank You for Being a Host City: MN Rural Water Assoc. (MRWA)
- E) Charitable Gambling Report: 4/2017 Mille Lacs Drift Skippers (MLDS) \$1,758.83
- F) Treasurer's Report Ending Balance \$546,763.56
- G) Mille Lacs County (MLC) Tax Settlement Report \$154,078.87
- H) Interim Financial Monthly Analysis Report
- I) Disbursement Register 7/10 Date Range 6/13 – 7/10 Total \$30,598.23

ORDINANCES, RESOLUTIONS & POLICIES: Tax Increment Financing (TIF) & Tax Abatement Policy "Sample": Shannon Sweeney presented council with revised policy with changes from original sample drafted by MLC Administrator Pat Oman. Discussion included differences between TIF and abatement, requirements, length of term, costs, etc. Economic tool to redirect taxes for other improvements that began in 1970's and dictated by statute, of which numerous changes have occurred over the years. Owner pays taxes, which are captured for sidewalks, utility and site improvements, land acquisition, etc. Great to have set policy on file prior to developer or business making inquiry, but it isn't required. Should set a fee to ensure participant is fully vested prior to calling public hearing for their project.

TIF captures tax from city, school district and county. Approximately \$6500 for necessary paperwork through Sweeney, with required annual TIF reports through clerk. Project would need to have \$300,000 market value to make it worth going through the process. Cities can determine criteria, such as commercial, manufacturing, housing and redevelopment; length of term 9 – 26 years, with housing being the longest. Abatement is usually easiest and less costly but you don't capture county and school district tax, only city portion. Approximately \$3500 to do the paperwork and no annual reporting. In metro area, developer pays all costs, however if city wants development they can share portion of cost.

Need to have business subsidy policy per statute which requires public hearing, TIF policy does not. Sweeney will supply sample. David Drown won't charge anything for Sweeney's time to draft these polices. He will add tourism, retail and housing under Section 5.02. Council agreed to call for a special council meeting after planning commission public hearing on 7/24 for further review.

REPORTS: Wastewater: None as Weinreich is on vacation.

Water Meter Financial & Rate Preliminary Discussion: Shannon Sweeney: Bonds are used for costly projects and not to finance purchase of meters. Better to use loan program through MRWA of which David Drown is the administrator. Issuance costs are nominal; before this program cost was about \$6000 but today it is half that. Interest rates are still pretty low at 3% or less for seven years. City would purchase meters and pay contractor to install; home owner would reimburse city through a fee

over specified term. Usage rates would be structured to ensure debt is covered, usually through a base fee. Fees per 1000 gallons would be above that for operation costs. Sweeney did the wastewater refinancing bond for Wahkon. Weinreich is still collecting quotes and once a project amount is known, Sweeney can begin financial analysis. If or when the state becomes involved, they prefer meters to document flows and tackle I&I. Citizens will pay for what they actually use. Setting usage fees for commercial businesses won't be a shot in the dark as it is today. Example: bars are charged three usage fees, resident one, is that enough to actually cover treatment?

Force Main Replacement: S.E.H is getting Wahkon on the Public Financing Authority (PFA) list for financing opportunities, should this become necessary. There have been a few breaks over the past few years and it is over 40 years old. MPCA hasn't mandated anything but will likely be discussing it at next review. Sweeney agreed with S.E.H's approach as MRWA has loan limits and a project such as this fits better through PFA with better rates and longer terms, but more state requirements.

Zoning: Darrin Welle, Zoning Administrator, through National Joint Powers Alliance (NJPA) supplied clerk with report today, which was given to council at meeting.

Employee, Committee & Councilmember Updates: Clerk needed clarification regarding payment of S.E.H contract for \$7500 Veterans Park Feasibility Study of which they have billed 75%. Originally it was for the park, but after workshop meeting, it is now focused on North Main Street for parking and sidewalk replacement. Initiative Foundation (I.F) \$2500 grant awarded for this study was deposited into Vets Park Fund. Wahkon Area Vision Effusion (WAVE) Committee agreed to support this study financially. Motion by Button, seconded by Tyson to pay \$2500 from Vets Park Fund, \$2500 from General Fund and \$2500 from WAVE Fund. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Button mentioned WAVE monthly meeting was rescheduled which may become quarterly soon. WAVE Sunday in the Park during Wahkon Days will happen. Bjornson is chair of kids fishing contest that day and will attend MLDS meeting to request donation.

Vets Park Sidewalk: Bjornson recently fell due to the cracked sidewalk; this is second person that we know about. At 6/12 meeting S.E.H convinced council to add temporary blacktop patch in order to see what grants and loans can be obtained to implement Vets Park Feasibility Study plan. Button questioned how long the patch will last after plowing. WAVE Committee's last phase of their Vets Park Renovation Project is this sidewalk, which was primary concern of council to S.E.H. Placemaking and grander improvements lead to the study, now more focused on North Main. Budget includes this sidewalk replacement along with 1<sup>st</sup> St. W. Stairs need to be replaced to meet ADA. Stormwater resolution and parking can be addressed within the remaining 75' right of way. Council agreed the study plan is beautiful, but \$300,000 isn't affordable at this time with other more pressing city needs. Motion by Button, seconded by Bjornson-Main to move forward with original plan to replace 1<sup>st</sup> Street W sidewalk in conjunction with Vets Park sidewalk, including curb and gutter, and to replace park stairs to meet ADA requirements. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

NEW BUSINESS: Open Forum: Please limit to approximately 3minutes. Council will likely place issue on next month's agenda to fully review prior to making a decision. Judy Bezanson, Jeff & Marjorie Bertelson were present and had several questions regarding water meters and believe council needs to hear from citizens before acting. Is a public hearing required? Council agreed they have great

questions needing answers, but city is still investigating options, vendors, financing, etc. and as such answers are unknown at this time.

ADJOURNMENT: Motion by Bjornson-Main, seconded by Tyson to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Meeting adjourned at 7:27 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The July 24, 2017 Planning Commission meeting of the Wahkon City Council was called to order by Mayor Sandy Reichel. Councilmembers present were Tony Button, Ronda Bjornson-Main, and Christine Bjornson. Councilmember Kim Tyson was absent. Employees present were Karrie Roeschlein, as well as Zoning Administrator, Darrin Welle of National Joint Powers Alliance (NJPA). This meeting was called by the Mayor and was properly posted to hold a public hearing for the purpose to hear from the public, consider and act to make a recommendation regarding the proposed newly drafted Shoreland Ordinance. The new Shoreland Ordinance would repeal the current Shoreland Ordinance 1992-2, including, but not limited to, making changes to the uses allowed within the City and the applicable regulations relative to properties within 1000 feet from Lake Mille Lacs.

Approval of Agenda: Motion by Bjornson-Main, seconded by Button to approve the agenda as written. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Minutes: 4/24 & 6/26/17 Planning Commission Meetings: Motion by Button, seconded by Bjornson-Main to approve 4/24 & 6/26/17 planning commission meeting minutes. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Staff Report: Darrin Welle of NJPA: Section 7.11 was modified to state “excluding side yard” relative to driveway setbacks. DNR approved this small change; however they disagreed with Section 8.43 New Impervious Surfaces allowing 50% credit for permeable products installed by licensed contractors, including maintenance records for 5 years. Their reasoning is property owners likely wouldn’t pay contractor cost to properly install or maintain such products, areas could later be paved over once approved, and the proper way to address such issues is through variance process.

Public Hearing: Shoreland Ordinance: Mayor Reichel opened the public hearing. Tom Jackson asked whether gravel driveways are considered impervious, which they are. Motion by Bjornson-Main, seconded by Button to close the public hearing. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Discussion and Recommendations: Motion by Button, seconded by Bjornson to recommend that council adopt the new Shoreland Ordinance as amended by omitting Section 8.43 New Impervious Surfaces. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Unfinished Business: None

New Business: None

Adjournment: Motion by Bjornson-Main, seconded by Button to adjourn. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 6:24 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The July 24, 2017 special meeting of the Wahkon City Council was called to order by Mayor Sandy Reichel at 6:30 pm. Councilmembers present were Ronda Bjornson-Main, Christine Bjornson, and Tony Button. Councilmember Kim Tyson and employee Chris Weinreich were absent. Employees present were Karrie Roeschlein, as well as, Zoning Administrator Darrin Welle of NJPA. Mayor Reichel had called for this meeting and proper notice was duly posted.

Ordinance No. 2017-3 Shoreland Ordinance: Planning Commission recommends adoption. Motion by Bjornson-Main, seconded by Button to adopt SHORELAND ORDINANCE NO. 2017-3. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Resolution No. 2017-0724 Authorizing Publication of a Revised Shoreland Ordinance: Motion by Bjornson-Main, seconded by Button to adopt Resolution No. 2017-0724. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Summary that will be published states “On July 24, 2017 the City Council adopted Shoreland Zoning Ordinance No. 2017- 3. The Ordinance constitutes a comprehensive update of the City’s shoreland zoning regulations requiring permits related to the construction, placement, and reconstruction of structures, identifies specific standards within shoreland areas or 1,000 ft. of Mille Lacs Lake, identifies the uses allowed in the district, requires permits for those uses identified as conditional or interim uses, establishes performance standards and sets out certain minimum requirements. A Copy of the ordinance is available at the City Hall, and can be obtained by contacting the City.”

City Policy Regarding Business Subsidy Criteria: Council agreed to \$7.75 per hour in wages and benefits under item #9 Job Creation. Motion by Bjornson-Main, seconded by Bjornson to set Business Subsidy Policy public hearing for Monday, August 14 as part of the regular council meeting. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Tax Increment Financing (TIF) & Tax Abatement Policy: Application fees must be set. Council questioned what other cities of similar size charge? Clerk to contact Shannon Sweeney of David Drown Associates to discuss and bring suggestions to 8/14 meeting.

Katrina Chang Murphy was present and questioned what properties are available in Wahkon? City doesn’t have a current list; she could contact local realty company. JOBZ is no longer available so that list is null and void. Last TIF district in Wahkon was to demo the old dance hall.

Adjournment: Motion by Bjornson, seconded by Bjornson-Main. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 6:50 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The August 14, 2017 Wahkon City Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Ronda Bjornson-Main, Tony Button, and Christine Bjornson. Councilmember Kim Tyson was absent. Employees Chris Weinreich and Karrie Roeschlein were present, as well as, Heidi Peper of S.E.H, city engineering firm. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Button, seconded Bjornson to approve the consent agenda as written. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

- A) Meeting Minutes: 4/10 & 7/10 Council; 7/24 Special Council Meetings
- B) CenterPoint Energy Utility Distribution Service Rate Change
- C) Notice of Intent to Request Release of Funds Small Cities Development Program
- D) Charitable Gambling Report: 6/2017 Mille Lacs Drift Skippers (MLDS) \$0; \$500 WAVE Kids Fishing Contest Donation & \$1395 WAVE/Mugg's Meat Raffle
- E) Treasurer's Report Ending Balance \$695,030.35
- F) Interim Financial Monthly Analysis Report
- G) Disbursement Register 8/14 Date Range 7/11 – 8/14 Total \$48,785.69; Total Less Transfer #40,560.69

PUBLIC HEARINGS & PETITIONS: City Policy Regarding Business Subsidy Criteria: Motion by Bjornson-Main, seconded by Bjornson to open the public hearing. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. No comments received. Motion by Bjornson-Main, seconded by Button to close the public hearing. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

ORDINANCES, RESOLUTIONS & POLICIES: Resolution No. 2017-0814 “Approving the Wahkon Business Subsidy Criteria” Motion by Button, seconded by Bjornson-Main to adopt Resolution No. 2017-0814. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Tax Increment Financing (TIF) & Tax Abatement Policy: Per email from Shannon Sweeney of David Drown Associates, City Financial Advisors, 50% is usually covered by cities in rural areas; in metro they require developer to pay 100%. Approximate cost is \$4500 tax abatement and \$6500 TIF. Council agreed to reduce fees by 50% in order to entice development. Motion by Button, seconded by Bjornson-Main to adopt TIF and Tax Abatement Policy with a fee of \$2250 for tax abatement and \$3250 for TIF Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

UNFINISHED BUSINESS: USDA Water & Waste System Grant Agreement, Rural Utilities Service: Council agreed to move this and S.E.H contract items up on the agenda. Peper explained projects awarded construction grant funds require preliminary engineer report (PER) to ensure adequate review has been conducted and alternatives considered for the most cost effective plan. Originally thought no grant funds were available, but Wahkon could receive \$30,000 for the \$40,000 PER to review our wastewater (WW) system, including water meters. PER would direct maintenance priorities and anything within would be eligible for grants. Project engineer would be David Blommel. Workshop meeting was held at city hall and now council must decide whether to proceed. Once PER is completed, review process can be lengthy with 2020 construction at earliest. Public hearing would be required and PER would be viable as long as nothing major is changed to the system. Once we submit

the PER we request the USDA grant funds to reimburse the City. When asked if the price can be negotiated, Peper explained the figure was arrived at by doing many such studies and on average the cost is over \$40,000, however, S.E.H is hopeful they would be awarded the project. Price won't exceed \$40,000.

Citizens questioned need for water meters on private wells to track WW. Force main has broken twice and will need future replacement; per USDA representative meters would be a requirement for grants in order to document gallons and track I&I. Discussion ensued and council explained that a public hearing would be held after PER is complete. Better to preplan than to react to a catastrophe. Motion by Bjornson, seconded by Bjornson-Main to enter agreement with USDA for \$30,000 grant toward \$40,000 sanitary sewer preliminary engineer report (PER). Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

S.E.H. Contract for Sanitary Sewer Project Preliminary Engineer Report (PER): Heidi Peper: Motion by Button, seconded by Bjornson to enter contract with S.E.H to complete the sanitary sewer project preliminary engineer report (PER) for \$40,000. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Resolution No. 2017-0814A "Accepting 2017 July Fourth Celebration Donations" Motion by Button, seconded by Bjornson to adopt Resolution No. 2017-0814A. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Received \$2174 from local organizations and businesses, thank you!

Proclamation No. 2017-0814 "Recognizing National Pregnancy and Infant Loss Awareness Day": Infants Remembered in Silence (IRIS): Email was sent requesting proclamation be adopted. Clerk Roeschlein lost a grandson and this is a way to support families. Motion by Button, seconded by Bjornson-Main to adopt Proclamation No. 2017-0814. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Proclamation No. 2017-0814A "Designating September 17 - 23 as Constitution Week: Motion by Button, seconded by Bjornson-Main to adopt Proclamation No. 2017-0814A. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

REPORTS: Wastewater: Weinreich is preparing to discharge the ponds. Starter and contractor went bad in main lift station; replaced controller and it is holding its own. At last meeting with Mille Lacs Island Resort (MLIR), they agreed to send in WW samples for lab work through their own account. Road to their lift station is still overgrown. Send email reminder to please ensure city truck can enter without being scratched by branches.

Zoning: No Report

Employee, Committee & Councilmember Updates: Weinreich: Citizens complained to contractor about blacktop work not meshing with their driveway. Contractor stated it wasn't their issue; Weinreich got it corrected. Morning Star Market hired same blacktop contractor to do work for them, which will be billed separately. Want to alleviate parking at corner of Ellen Ruth Park and highway; unsafe and some park on the grass. 1<sup>st</sup> Street W had large wash out near Hidden Bay Resort; will get it fixed if blacktopping budget funds allow.

Katrina Chang Murphy stated her car port has deep ruts from alley run off and would like city to replace class 5. Weinreich has tried to accommodate drainage with swells; another reason for a city wide storm water management plan. Mille Lacs Soil & Water Conservation District (MLSWCD) may have future grant money for city plan. Street Commissioner Button and Weinreich will meet with Murphy onsite to see what can be done.

Last night heaving rains came in under the community hall door for the first time. Roof hasn't leaked since being replaced.

**UNFINISHED BUSINESS: Veterans Park & 1<sup>st</sup> Street W Sidewalk Replacement:** Received three bids for Vets Park including wall repair; All American Const., Vivant Concrete & Masonry, and Willis Concrete & Masonry. Four bids for 1<sup>st</sup> Street W. from those bidding on park with addition of Jerry Brandt. Weinreich does his best to get comparable bids, but unless you have a bid sheet, it is almost impossible. He contacted all contractors to ensure numbers were correct as costs differ by \$10,000 on the park. Weinreich suggested grass boulevard be replaced with blacktop to accommodate additional parking at the park. All American noted ADA and DOT specs for park sidewalk as currently it doesn't meet width requirement, especially as parked vehicles overhang the sidewalk. Wahkon Presbyterian Church (WPC) paid for their entire sidewalk, including some within city right of way (ROW) when they renovated. They may consider sharing repair cost for cracked panels. Budget is \$10,000 for sidewalks, not enough for both projects. Council agreed to use remaining budgeted roof funds of approximately \$15,000. Motion by Button, seconded by Bjornson to contract with All American Construction, the lowest bidder on both projects at \$15,500 for Vets Park and \$7800 for 1<sup>st</sup> Street W including replacement of WPC sidewalk panels in city ROW, 25' x 6' area, if they will split cost 50/50. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

**NEW BUSINESS: Island View Resort New Lease:** Tim Pater was present. City attorney was instructed to duplicate Beachside Resort's lease for Island View. Under "Use of Beach" jet skis are still noted as prohibited; remove. Pontoons would fall under "other recreational items" as they aren't specifically listed and currently available for rent. "Property Taxes" clause is understandable that should city be taxed in the future for the resorts' use, it would be their responsibility and assessments could be applied. Pater understands this language, which the city attorney required, however, he would like it acknowledged in the minutes that should this occur the resorts will be provided the opportunity to review how the lease is structured and to address the topic with council. Council agreed and conveyed their sentiment that resorts are vital to this town. Also good reason for resorts to keep the lease areas open to the public. Pater believed their original lease had language allowing them to have a boat access, which they have never constructed, but he would like the ability to do so in the future should the need arise. Council agreed and clerk will duplicate what Beachside's lease states; fee would be additional \$100. If there is no specific language, it should be added with contingency that all DNR regulations be met. Amended leases will be brought to council for review.

**Beachside Resort New Lease:** Council agreed to amend both leases at the same time; resorts will be treated equally and expiration will occur concurrently. Lapinski has same concern as Pater about future property taxes with possible assessments. Per Pater's request above, Council acknowledged in the minutes that should this occur the resorts will be provided the opportunity to review how the lease is structured and to address the topic with council.

Timber Trails' Transit Advisory Committee Transportation Summit, 9/25 – 26, Mora: Transportation is important to a community and very limited in this area. This two day summit will gather information and make plans on how to address the issue in Kanabec and Mille Lacs counties. Bjornson-Main wants someone to attend; Clerk Roeschlein and Deb Lawler plan to attend.

Set Budget Special Meeting Date & Time; 9/30 Levy Deadline: Council set meeting for Tuesday, 9/19 at 8 am.

Telephone or Electronic Meeting Discussion: Tony Button: First year since becoming councilmember that he'll be a snowbird this winter. Won't be at February, March and possibly April meetings. Per LMC memo telephone or electronic meetings can occur if the public can hear all discussion, testimony, and votes of the council. Council agreed that if warranted Button could call in to a meeting. Clerk to verify with city attorney to ensure proper procedures are followed.

Open Forum: Weinreich can't readily maintain the park with the old boat sitting on the Vets Park side of the building owned by Beachside Resort. Clerk to send email requesting its removal. Beachside is working on their boat ramp.

ADJOURNMENT: Motion by Bjornson-Main, seconded by Bjornson to adjourn. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:37 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The September 11, 2017 Wahkon Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Christine Bjornson, Kim Tyson, and Tony Button. Councilmember Ronda Bjornson-Main was absent. Employees Chris Weinreich and Karrie Roeschlein were present. Meeting began with the Pledge of Allegiance, followed by a moment of silence in remembrance of 9/11/2001. Mayor Reichel stated “May our country never forget.”

CONSENT AGENDA: Motion by Button, seconded by Tyson to approve consent agenda as written. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously.

- A) Meeting Minutes: None at this time
- B) Mille Lacs County (MLC) Waste Tire Collection @ North Maintenance Facility, Wahkon, 2:30 – 6:30 pm Thurs. 9/14
- C) Central MN Housing Partnership (CMHP) Wahkon & Isle House Repair Program Meeting, 6 pm Mon. 9/18 @ Isle City Hall
- D) Special Budget Council Meeting 8 am Tues. 9/19
- E) Scenic Byway Presentation, East Central & Arrowhead Regional Development Commissions, Garrison VFW, Free Dinner, 6 – 8 pm Tues. 9/19
- F) Free Food Tasting Ojibwe Healthy Eating 4:30 – 6:30 pm Wed. 9/27 @ Farm Market Café
- G) Mille Lacs Area Health Foundation (MLAHF) Fall Fundraiser Wine & Beer Tasting Event, Eddy’s Resort, 7 – 9 pm Fri. 9/29
- H) Homefront Resource Center Free 1-Day Business Bootcamp 8 am – 4:30 pm Fri. 10/6 @ SCSU Welcome Center St Cloud
- I) State of Minnesota Public Utilities Commission Telephone Discounts
- J) American Cancer Society/Northern Mille Lacs Relay for Life Thank You & Newsletter
- K) Isle Lions Club LG555 Acknowledgment for Use of Gambling Funds \$500 Wahkon Days Donation
- L) Charitable Gambling Report: 7/2017 Mille Lacs Drift Skippers (MLDS) \$826.95
- M) Treasurer’s Report Ending Balance \$685,524.95
- N) Interim Financial Monthly Analysis Report
- O) Disbursement Register 9/11 Date Range 8/15 - 9/11 Total \$60,808.37

**PUBLIC HEARINGS & PETITIONS:** Junk Vehicles @ 330 - 3<sup>rd</sup> St E: Complaint was received and letter mailed to property owner regarding tenant’s unlicensed vehicles, with today’s meeting date as ability to discuss issue with council. One vehicle was removed and tenant called requesting additional time for second vehicle; new deadline is 9/22. Need to be removed before plowing begins. Put on next month’s agenda and contact city attorney if necessary.

**REPORTS:** Wastewater: Applied alum to ponds recently, usually done annually; approximate alum cost is \$5300. Waiting on pond sample results before discharging begins. Mille Lacs Island Resort (MLIR) agreed to test their wastewater beginning this fall through their own laboratory account and share results with the City. Council wants to be kept updated on this.

**Zoning:** National Joint Powers Alliance (NJPA) report from Darrin Welle, Wahkon’s Zoning Administrator. Welle wasn’t present and monthly report keeps council informed. Meshigun Point Townhomes will begin working with Welle to obtain building permit for one unit of the last triplex building. Per signed and recorded developer’s agreement, infiltration pond is required, but not yet constructed.

**UNFINISHED BUSINESS:** Alley Plowing & Trellis within Block 14: Deb Lawler wasn’t present. Neighbors Cyrilla & Patrick Bauer were present as Clerk emailed them regarding alley plowing, which they want continued. They moved in 1/2017 and used it all last winter. Trellis was deteriorating and in

alley right of way (ROW), which was removed as plowing hazard. City improved alley for safe passage and better drainage. Reichel instructed Weinreich to contact Marj Hoyt as improvements by her have caused problems; rains have washed out area several times. Hydro seeding will be done soon.

Meeting continued onto other agenda items, until Deb Lawler and Katrina Chang Murphy arrived at 6:10 pm and council agreed to revisit this item. Lawler questioned alley improvement as several reasons were given and seem to change depending on who you ask. One hundred year old lilac bush was trimmed excessively. Council stated the reasons are legitimate; drainage, visibility and safety. Alley ROW is 20 feet; class five was added but not to its full width and city is using the alley for its intended purpose. Lawler and Murphy disagreed. Tyson stated that some of her bushes in the ROW of 1<sup>st</sup> Street E were removed due to street improvement. Button is frustrated that any plans to utilize ROWs for anything is met with resistance; trying to improve the community. Previous owner of property became stuck in the alley and left ruts last year, which began need for improvement. Letters were sent to owners. Visibility was concern with encroachments. He wondered if all streets and alleys should be surveyed and duly marked so everyone understands it is city ROW similar to highway ROW. Lawler stated alleys are not throughways but only access for those within the block. Discussion ensued until Mayor stated the meeting must continue as this item was actually discussed twice, once before their arrival and again after.

NEW BUSINESS: 2018 League of MN Cities (LMC) Dues & MN Mayors Association Membership: Motion by Button, seconded by Bjornson to approve LMC 2018 dues of \$396. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously. Mayor hasn't utilized the Mayors Association in the past and Wahkon was a member once. Motion by Tyson, seconded by Bjornson to pass on MN Mayors Assoc. membership at this time. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously.

Mail Balloting Pros & Cons: Cities having fewer than 400 registered voters may conduct mail in elections with county assistance and oversight. Office of MN Secretary of State sent email listing pros & cons of mail balloting. Costs are less, greater number of votes are usually cast, but new or unregistered voters may not know how to vote. Could WW bills give sufficient notice? Wahkon turnout is good. Should there be a ballot question on mail voting? Election costs, including clerk's wage, averaged \$3335 over past four elections. MLC auditor estimated mail election cost at \$4.82 per voter or \$800 each for primary and general elections or \$1600 biannually. Council understands there are savings to be had but citizen's right to vote is vitally important. Council agreed to continue with regular elections where citizens come to city hall to vote and will try to get the pulse of the people about this in the future.

Charitable Gambling (CG) Quarterly Transfers to Dock Fund? Button: Donations in memory of loved ones were made to begin Dock Fund several years ago with current balance of \$5243.93. WAVE Committee raises funds for community improvements but is unwilling at this time to dedicate fundraising efforts and volunteer hours for a city owned public dock until businesses and City also participate. Button wants to build the fund for future possible matching grants. Park improvements are allowed per CG Fund state regulations. Reichel agreed but wasn't sure about a set quarterly amount and would rather review CG Fund balance quarterly before deciding transfer amount. Tyson suggested percentage. Motion by Button, seconded by Tyson to transfer \$500 from CG Fund to Dock Fund immediately. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously. Council directed Clerk to place this matter on the agenda quarterly. Will also be discussed at the upcoming budget meeting if used for park maintenance.

Recycling, Garbage, Landfill & Street Integrity: Button as Street Commissioner wanted to explain his reasoning for discussing one city garbage hauler in the past. He isn't advocating for it now either but with four different contractors, each at 40,000 pounds, he has seen streets move under their tires. Without curbside recycling much is going needlessly into landfills. Best estimate is MLC recycle rate is 20% with state designated future goal of 35%. Plastic bags are the worse and only Walmart or Teals will recycle those. MLC isn't considering curb side recycling or one hauler system. Jake Strecker of Wayne's Sanitation was present and explained how recycling doesn't make any money, especially for small haulers. Reichel would hate to see a local hauler not be in the running because they can't afford to recycle. MLC recycling program is every other Saturday in Isle and Onamia and every Monday in Onamia. Tyson suggested note be placed on WW bill to please recycle for betterment of the community.

Mayor Reichel needed to take a phone call and left the chambers. Button presided over the meeting until her return about five minutes later.

Open Forum: Murphy is concerned alley will be used by snowmobiles and ATVs and disturb her sleep. There is a noise ordinance and complaint could be called in. She suggested signage, but council disagreed as currently it isn't a problem. Designated snowmobile route is from the lake to the community class five parking area with appropriate signage, not including any alleys. This route was reason 3<sup>rd</sup> Street W was widened so snowmobiles wouldn't impede vehicle use. Additional deputies have been hired and are more readily available in northern part of MLC. Reichel thanked her for expressing her opinion but believes it is total speculation at this time.

ADJOURNMENT: Motion by Tyson, seconded by Bjornson to adjourn. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 6:57 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The September 19, 2017 Wahkon special council meeting was called to order by Mayor Sandy Reichel at 8:05 am. Councilmembers present were Tony Button, Christine Bjornson, and Kim Tyson; Ronda Bjornson-Main was absent. Employees Chris Weinreich and Karrie Roeschlein were present. This special meeting was called for by the Mayor and notice was properly posted. Meeting began with the Pledge of Allegiance.

REVIEW GENERAL & WASTEWATER (WW) 2018 BUDGETS: Council went line by line and discussed many aspects of the General budget. Blacktop figure includes \$30,000 for 2018 and \$10,000 for 2019. Grill will be removed from pavilion at the City Park. Purchase signs informing park patrons of restrooms at the City Park instead of paying rental fees for portable toilets at Veterans' Park during the summer. Watch state surplus website for hall tables and chairs. Need new mower, old one is 1996 model. Clerk was instructed to make the following changes to the proposed General Fund Budget.

Zoning

41910-100	Wages & Taxes	\$500.
41910-304	Attorney	\$3,000.
41910-330	Travel & Training	\$0.
41910-350	Publishing & Advertising	\$300.

Streets

43100-400	R/M Contract – Blacktop	\$40,000.
	R/M Contract – Ditch Work	\$15,000.
43125-400	R/M Contract	\$3,400.
43126-550	Motor Vehicles - Capital Outlay	\$1,000.

Parks

45200-240	Tools, Parts & Equipment	\$300.
45200-410	Rentals	\$0.
45200-550	Motor Vehicles – Capital Outlay	\$1,000.

RESOLUTION NO. 2017-0919 “APPROVING FINAL 2017 TAX LEVY COLLECTIBLE IN 2018”: Motion by Tyson, seconded by Button to adopt Resolution No. 2017-0919 approving final levy amount of \$247,020. Ayes: Bjornson, Tyson, Button, and Reichel. Motion carried unanimously. This reflects a 5% increase over last year. *Tyson left to open her store at 10:00 am.*

Council decided to leave WW usage fees at the 2017 rate instead of the required 3% annual increase as directed by ordinance, to help alleviate tax levy increase on citizens. No inflow & infiltration (I&I) televising or work will be conducted until the Preliminary Engineer Report (PER) is completed on the WW system. Clerk was instructed to make the following changes to the proposed WW Operating Fund Budget.

37200	Sewer Usage Fees	\$206,000.
43254-400	R/M Contract – WW I&I	\$0.

Motion by Button, seconded by Bjornson to adopt 2018 General Budget receipts \$274,615 and disbursements \$274,615 and Wastewater Operating Budget receipts \$221,600 and disbursements \$149,000. Remaining projected WW receipts of \$72,600 would go toward \$85,628 bond payment requiring \$13,028 to be paid from WW Debt Service/Emergency Fund. Ayes: Bjornson, Button, and Reichel. Motion carried unanimously.

Bare Ass Beach: Weinreich has ideas on how to improve this beach used by tourists and citizens alike. Council asked him to bring concept to next meeting as this wasn't on the agenda.

ADJOURNMENT: Motion by Bjornson, seconded by Button to adjourn. Ayes: Bjornson, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 10:33 am.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The October 9, 2017 Wahkon City Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Christine Bjornson, Kim Tyson, Ronda Bjornson-Main, and Tony Button. Employees Chris Weinreich and Karrie Roeschlein were present along with Zoning Administrator Darrin Welle from NJPA. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Motion by Tyson, seconded by Bjornson-Main to approve consent agenda as written. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

A) Meeting Minutes: None at this time

B) Onamia Lions Club LG555 Acknowledgment for Use of Gambling Funds \$200 WAVE Veterans Park Donation

C) Charitable Gambling Report: 8/2017 Mille Lacs Drift Skippers (MLDS) \$1,753.24

D) Treasurer's Report Ending Balance \$641,502.68

E) Interim Financial Monthly Analysis Report

F) Disbursement Register 10/06 Date Range 9/12 - 10/06 Total \$17,279.72; Less Transfer Total \$14,651.17

ORDINANCES, RESOLUTIONS & POLICIES: Resolution #2017-1009: Accepting Donations Toward 2017 Wahkon Days Festivities & Thank You Ad: Clerk read names of donors. Reichel noticed small error in thank you ad, which was already published. Motion by Button, seconded by Tyson to adopt Resolution #2017-1009. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

REPORTS: Wastewater: Weinreich: Finished discharging and hopes to do another. Lift station #2 impellers need to be replaced. Motion by Bjornson-Main, seconded by Tyson to authorize purchase of two epoxy coated impellers up to \$2500. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Zoning: October report included approved garage permit for Gary Kleen and Robinson lot split issue approved three years ago but never recorded. After consulting with city attorney, it was determined subdivision could be recorded as is. Future subdivisions require survey per ordinance.

Welle attended this meeting to discuss Meshigun Point Properties (MPP). He met with Gary & Chip Frederickson onsite to discuss permitting unit #12 of the last triplex (units 10 – 12) of their approved planned unit development (PUD). His recommendation is to approve their request with condition the required infiltration basin be installed after the triplex is fully built. Technically this basin should have been constructed already per developer's agreement.

Chip Frederickson and his engineer Will Houston were present to discuss a change of plans; instead of triplex they want one large single residence. The two-future single approved units would become a bit larger. Houston is running PUD calculations, striving to stay under 25% impervious. PUD originally approved for 13 units was reduced to 12 and today they are requesting 10 units. A second well is needed and will be part of this newly requested single unit instead of triplex. Basins are usually installed after the upstream area has been fully developed per Houston. Frederickson stated Welle was onsite after a very heavy rain and there wasn't standing water, thus it shouldn't be required or allow them to use swells to direct drainage. Fortunate this development has continued even after the recession. Goal is to get permit for single unit as a winter project.

Per Welle, new zoning ordinance treats PUD amendments the same as a PUD, requiring application and public hearing. New amendment documents would need to be recorded if approved. Frederickson requested permit be approved first and then work on the amendment. Project may have less units but revision to an approved PUD is an amendment and as such, no permits should be issued until the zoning process has concluded. Frederickson brought up fact reduction of units was allowed back in 2008. City engineer and attorney dealt with that reduction and there was a public hearing after which all documents were recorded for the 12 units, prior to that no documents were recorded.

Council thanked Frederickson for this beautiful development and will work with him to get the amendment done as promptly as possible. They must take the advice of Welle to uphold the new ordinance and as a past councilmember Frederickson does understand. Permit fees and escrow would be required for staff review costs, such as engineers and attorneys.

Complaints: Junk Vehicles @ 330 – 3<sup>rd</sup> St E Removed? Yes, last one was removed this past weekend after requesting an extension from original deadline; issue resolved.

Employee, Committee & Councilmember Updates: Clerk's monitor isn't functioning properly. She has two making work easier, allowing several documents to be open at once. Motion by Button, seconded by Bjornson-Main to authorize purchase of computer monitor for under one hundred dollars. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Council agreed with Weinreich request to hire SKL Tree Services to do right of way (ROW) tree trimming this fall at \$120 per hour; this was budgeted for 2018. Contractor will also install holiday decorations.

Button as WAVE Committee Chair presented Council with two framed portraits of Beulah and William Potts. Their father was Townsend Potts who platted part of Wahkon known as Pottstown in 1901. WAVE paid \$500 to frame the old portraits donated to the City by Bill Konze and they'll be proudly displayed at City Hall. Thank you Konze & WAVE.

Mille Lacs County (MLC) Deputy Tony Erholtz was present. There is a Hwy 23 initiative for safe driving toward zero deaths. Three sheds were broken into. Tyson's vehicle was stolen and found in the swamp. He is one of two deputies for the north portion of MLC and will strive to attend meetings when he can. September had eight calls for service in Wahkon. Removal of safety buoys on the lake seemed to be early but according to Dennis Boser they are removed the same time annually.

Katrina Chang Murphy posed questions to Erholtz one of which was about Noise Ordinance and snowmobiles. Council directed her to call 911 if they are disturbing the peace. This issue wasn't on the agenda and Erholtz needed to leave to attend other meetings.

UNFINISHED BUSINESS: Veterans Park & 1<sup>st</sup> Street W Sidewalks Project Delay & Future Re-Bid: Project was awarded to All American Construction but there are concerns over the stair replacement; he wants to use prefab and plans call for poured cement. Council agreed quality is important so work will be completed in 2018 and rebid as All American Construction can't guarantee their bid, which is understandable.

Tyson questioned if project contracts need to be more specific to ensure quality and prompt completion. Contractor received blacktop bid in 2015 and work was done in 2016. There were issues with some blacktop, so it was cut and replaced with plans to come back in 2017, but that has now been delayed until 2018. As a small city we tend to be left to last. Jenna Bauer explained how her driveway didn't meet new alley blacktop and when she questioned contractor they were very rude and said it wasn't part of the project. Weinreich called and work was completed correctly.

2018 Budget Summary & Tax Worksheet: Outlining both General and Wastewater (WW) budgets, which has been published per statute. MLC tax levy worksheet was included indicating rough estimates of how levy affects different types of property based on value; actual tax capacity for 2018 hasn't been finalized yet, which would affect these amounts. Information is only speculative as many other factors determine taxes.

Mail Balloting Referendum Question Opinion: Office of MN Secretary of State: Email stated they were unable to find anything in statute allowing or disallowing it. "So, if a city wishes to place something on a ballot that is not provided for in a statute then our office is "silent" in providing any advice." They suggested we contact our attorney and explained how the results of an "advisory" question on a ballot not authorized by statute in the first place convolutes matters as there is "no legal authority that holds the city council to whatever the election result was anyways." Council decided at their September meeting to continue holding elections and this confirms their choice.

MLC Recycling Rate Lowest in MN @ 9%: Mille Lacs Messenger article states MLC is hiring a solid waste coordinator position and recycling is lowest it has been in 10 years. Button has been asked why he is against the local sanitation contractor. He isn't and only discussed this topic before as a means to protect city street integrity by possibly having one city wide sanitation contractor and more recycling. Wahkon has several contractors picking up garbage in town. Future generations depend on us. Clerk to research permanent recycling containers. Only Teals and Walmart recycle plastic bags. Council suggested note be put on WW bills asking everyone to do their part and recycle.

NEW BUSINESS: WW Assessments Regarding Block 27: Memo outlined what has transpired relative to equivalent connections (EC) fees. Block has been subdivided and property numbers have changed causing confusion. John & Dianna Vick were in attendance as potential owners of Lots 7 & 8 with plans for WW but they need to know EC fee. Clerk research indicates front footage was paid in full on this parcel, council deferred the \$1000 EC fee in 1993 and fully removed it in 2003. Motion by Bjornson-Main, seconded by Tyson to charge equivalent connection fee at today's rate of \$1500. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

PID #25-041-0250 Deferred Second WW Equivalent Connection (EC) Assessment: Irene-Monse Fetters is selling her property to John Wilson who plans to build addition to the house and a garage. In 1977 front footage and EC fee were paid for the residence. A mobile home was also placed on the property and another EC fee was applied in 1987, and when it was removed, the assessment was deferred. Jenna Bauer, as closing agent, would like this deferment removed. Weinreich recalled verifying onsite with then owner Ricky Nelson that the second connection was properly disconnected below ground. Motion by Bjornson-Main, seconded by Button to remove the deferred EC assessment of \$917.60 from PID #25-041-0250. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Public Officials Joint Letter Opposing Bigger Trucks: Coalition Against Bigger Trucks (CABT): Since 2009 they have protested trucks getting longer, larger, and heavier for safety reasons and infrastructure maintenance. Requesting support by signing their letter of opposition. Motion by Bjornson-Main, seconded by Tyson to sign CABT's public officials' joint letter opposing bigger trucks. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Donation Request: Initiative Foundation (IF): Wahkon received grant for Veterans' Park feasibility study this year. Motion by Button, seconded by Bjornson-Main to donate \$250 to I.F. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

ADJOURNMENT: Motion by Bjornson, seconded by Bjornson-Main to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:15 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The October 23, 2017 Wahkon Planning Commission meeting, comprised of City Council, was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Ronda Bjornson-Main, Tony Button, and Christine Bjornson. Councilmember Kim Tyson was absent. Employees present were Chris Weinreich, Karrie Roeschlein, as well as City Attorney Kyle Hartnett of Kennedy & Graven, Chartered and Zoning Administrator Darrin Welle of National Joint Powers Alliance (NJPA). This meeting was called by the Mayor, was properly posted and began with the Pledge of Allegiance.

Approval of Agenda: Motion by Bjornson-Main, seconded by Bjornson to approve agenda as written. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Minutes: 7/24/17 Planning Commission Meeting: Motion by Button, seconded by Bjornson to approve minutes. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Staff Report: Darrin Welle of NJPA: None

Public Hearing: None

Discussion and Recommendations: None

Unfinished Business: None

New Business: Meshigun Point Townhomes (MPT) PUD Revision Discussion: Darrin Welle gave overview, which according to clerk's timeline began 4/2007 with approval of 13 condos or 12 with one common unit; 3 triplex and 1 quad or 4 single units. Revised plans were discussed 12/2007 for 14 units, but developer modified PUD due to road survey in 1/2008. Public hearing was held 7/2008 for 12 units; 2 triplex, 2 duplex and 2 single, which council approved via Resolution No. 07142008A "Findings of Fact Approving MPT PUD" along with a motion approving PUD agreement. Documents were recorded at Mille Lacs County 10/30/2008. Two permits were issued for a triplex and a duplex, 8/2007 and 10/2012 respectively.

Recently Welle met onsite with Chip & Shooter Frederickson and their engineer to discuss Shooter's request to build unit #12 of the last triplex without requirement of installing an infiltration pond, which was part of the approved plan, until the other 2 units, #10 & #11 were built in the spring of 2018. Welle made a point to attend the 10/9/17 council meeting to discuss allowing said permit. At that meeting, Chip and his engineer arrived with a new plan making triplex into a single unit and replacing infiltration pond with a swell. Council informed Frederickson that a PUD amendment required a public hearing according to newly adopted Zoning Ordinance 2017-1.

This meeting was called thereafter by council to fully address what needs to be done in order to get all parties on the same page. In attendance representing MPT was Chip Frederickson and Will Huston from Westwood Multi-Disciplined Surveying & Engineering. Huston brought full copies of Storm Water Pollution Prevention Plan (SWPPP) and Construction Plans for Grading, Erosion Control, Utilities & Streets. Single unit has less square footage than approved triplex. They removed part of Bennett Street from the calculations, as they don't have control over it nor is it part of the project, and arrived at 24.4% impervious surface. Original PUD included an infiltration pond to meet run off requirement, but it is no longer needed per their new run off rate. Over the years we've figured they don't work, especially in this area with clay; they don't drain or treat well.

Council agreed this is a great development for the City and delays were due to the recession. PUD agreement states all improvements were to be completed by 2009. City attorney Hartnett stated recorded PUD documents need to be followed and his opinion, based on current ordinance, is this must go through the amended PUD process, basically a new PUD. Public hearing is required along with DNR, engineer and attorney review. New documents would need to be recorded to reflect approved changes. He understands their desire for quick approval and if these were minor changes, maybe, but drainage and lot changes are major factors.

Council discussed approving one of the single units of the approved PUD, but Frederickson explained that along with this new single unit, they'll drill a second well to supply future units, so this must be done first. Huston believes if something is added to a PUD it would require review, but this is a reduction. Per the approved plat, the triplex covers three lots and according to Hartnett, a permit can't be approved for a single unit to be built across those lot lines. Council agreed that everyone sitting here wants you to finish this but through time and documentation, things have changed. City has hired professionals for a reason and their recommendations should be followed. Frederickson agrees documents need to be changed and reviewed, but cordially requests a permit now. Council discussion continued. There is an ordinance in place and making exceptions causes issues. Everyone agreed we will all work together to make this happen. Necessary forms will be given to Huston tonight and meetings will be scheduled when necessary. Tim Crocker from DNR, who was involved in original PUD, will be contacted for his successor's name to promote a timely review. Frederickson thanked council for calling this meeting.

Adjournment: Motion by Bjornson-Main, seconded by Bjornson to adjourn. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:02 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The November 13, 2017 Wahkon City Council Meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Tony Button, Ronda Bjornson-Main, Kim Tyson, and Christine Bjornson. Employees Chris Weinreich and Karrie Roeschlein were present. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: Motion by Tyson, seconded by Bjornson-Main to approve consent agenda. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

A) Meeting Minutes: None at this time

B) 2018 Liquor License Renewals: BC Niesen Inc. dba Morning Star Market and Morning Star Wine & Spirits; South Shore Hospitality LLC dba Mugg's of Mille Lacs; Spirit Lake Pub & Patio LLC; Wahkon Inn Bar & Restaurant LLC

C) LG220 Exempt Permit Mille Lacs Equal Rights Foundation (MERF) 5/16/18 Raffle

D) Charitable Gambling Report: 9/2017 Mille Lacs Drift Skippers (MLDS) \$1,154.24

E) Treasurer's Report Ending Balance \$642,584.07

F) Interim Financial Monthly Analysis Report

G) Disbursement Register 11/13 Date Range 10/7 – 11/13 Total \$38,318.87

ORDINANCES, RESOLUTIONS & POLICIES: Resolution 2017-1113 Adopting 2018 Special Assessments for 2017 Delinquent Utility Fees: Motion by Bjornson-Main, seconded by Bjornson to adopt Resolution 2017-1113. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Past due balances can be paid through 12/31; thereafter assessments will be collected along with 2018 property taxes.

**REPORTS:** Wastewater: Weinreich is waiting for pump impellers to arrive for lift station #2. Pond discharge is complete. S.E.H was here for manhole inspections relative to upcoming preliminary engineering report (PER) and after a few, he expressed how exceptionally maintained they were.

**Zoning:** Darrin Welle of NJPA submitted report but wasn't present. Meshigun Point Townhomes PUD amendment hearing needs to be scheduled. Council agreed hearing could be 12/4 for a special meeting fee or 12/11 at no charge before monthly council meeting.

**Employee, Committee & Councilmember Updates:** Weinreich: Contractor Al Vanderpoel will replace building window and door trim soon. Weinreich is working with company to design offset ditch mowing apparatus for tool cat and will bring back estimate.

**WAVE:** Chair Button stated that WAVE needs younger members to continue community projects.

**UNFINISHED BUSINESS:** Letter to Council: Debra Lawler emailed today that she couldn't attend and to remove the issue. Clerk explained her letter was already delivered to council. She replied with an attachment of statutes and court precedent regarding alleys, which were given to council and included in public agenda packets. Reichel respects Lawler's opinion but wanted to clarify the alley could be used by snowmobiles but it isn't a designated route. Many people have used the alley prior to Lawler purchasing the property and her neighbor plans to build garage next spring. Dedicated plat language was read aloud "Has caused the same to be surveyed, platted and hereafter known as Wahkon and hereby donates and dedicates to public use forever all the streets, avenues, boulevards and alleys thereby shown." Direct conveyance from Tri State Land Co. language is already there.

Lawler's letter to the editor in the Messenger stated council wants to pave all streets and alleys. Tom Jackson was in attendance and heard Button at a meeting mention this. Believe this was misconstrued when Button was frustrated and suggested all right of ways be marked to better inform the public; no vote was taken to pave all streets. Katrina Chang Murphy was in attendance and believes Lawler was unfairly treated and rudely interrupted. Tyson recalled Lawler arrived after her agenda item had been discussed and council went back to accommodate her. Murphy suggested everyone listen to the meeting audio tape. Tapes are available to the public, but they won't be reviewed tonight.

Murphy questioned why her sewer usage fees are the same as Wahkon Inn? Original owner Lisa Schumann was given three usage fees based upon her use. Council directed Murphy to fill out usage form for a reduction and be placed on upcoming agenda.

NEW BUSINESS: 2018 Employee Health Insurance: David Oberfeld of Oberfeld Insurance was present to review options. Upcoming 2018 increase of 43.4% through Resource Training Solutions Coop is first major increase in five years due to re-aligning small plan pool. Oberfeld reviewed several options with recommendation to go with MN Public Employees Insurance Program (PEIP). Rates should remain stable into the future and there are three plans to choose from. Mille Lacs County (MLC) will also be enrolling beginning 2018. Mille Lacs Health System (MLHS) is level 3 with higher deductibles and premiums. They were level 2 last year and designation can change annually between 1 and 4. All state employees are in the advantage plan. Decision should be made by 12/1 to be enrolled by 1/1/18. Budget includes \$9000 per employee. Plans are \$5867 HAS Compatible, \$7640 Value Plan and \$8482 Advantage Plan. Can a councilmember join at their own cost? Oberfeld didn't think so but would verify. Motion by Tyson, seconded by Bjornson to enroll employees into the PEIP Advantage Plan for 2018. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

MnDOT/Wahkon 2017-2018 Snow Removal Contract: "In the event of extreme snowfall or high loading costs DOT's monetary participation may be eliminated." Button takes that to mean if DOT runs out of reimbursement money or cities charge too much. DOT will reimburse city and contractor time to haul snow away. Motion by Bjornson-Main, seconded by Tyson to enter into snow removal contract with MnDOT for 2017/2018 season. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Sewer Usage Reduction Request: Tyson removed herself from council table and went into the audience to discuss her request to reduce business usage fee from one to none. Restroom was initially installed as mechanics restroom for husband's convenience and then quilt shop was added. Neither business requires a restroom nor is it advertised for customer use. Bill Buesgens was required to remove toilet fixture before usage was reduced. This is another reason for water meters. Tyson feels penalized for owning two businesses, as she wasn't charged when it was only a mechanic's restroom and residents are allowed one without additional fee. There are two parcels and if she would combine them, city taxes would be reduced. Bjornson-Main confessed she added a second restroom for her residence utilizing area that used to be a business restroom that previous owner Nelson removed all fixtures from in order to be charged residence usage fee only, which continues today. Clerk reviewed Fee Ordinance and doesn't see anything noted about businesses being charged at minimum one usage fee. Metering would allow charges based upon gallons used. Motion by Bjornson-Main, seconded by Bjornson to charge Kim Tyson residence and business one usage fee effective immediately. Ayes: Bjornson, Bjornson-Main, and Button. Opposed: Reichel. Motion carried. Tyson was out in the audience and did not formally vote due to conflict of interest.

Murphy stated she is redoing what used to be Cattails Hideaway and brought up her usage fees again. Council reiterated she should fill out form for them to review. Clerk is frustrated with the current usage fee system and hopes that meters will be implemented or at minimum, adopt ordinance with actual rates noted for specific type of businesses.

Wahkon Area Vision Effusion (WAVE) Veterans Park Fund & Military Service Assoc. (MSA) Button Raffle: Button is a MSA member and would like to implement a monthly button drawing fundraising effort to be split with MSA and WAVE based on buttons sold beginning in January and concluding with Wahkon Days in August. Both organizations could use help generating funds for worthy causes. MSA is a charitable lawful gambling organization and Button would be in charge of the effort as a member. Dock Fund could be one recipient. People have been asking for a public dock per Reichel and Bjornson.

City Attorney Kyle Hartnett provided detailed memo about fundraising. WAVE and Wahkon Days (WD) committees have become intertwined and legal review was needed, including this new possibility with MSA. The WD Committee itself can't legally do a raffle button drawing without a gambling license. City should not be involved in the running of the MSA button raffle besides directing people where to purchase them. City has the right to accept donations through resolutions and therefore it is implied they may also request donations, either through WAVE, City, or WD Committee. Hartnett recommends City define all committee roles through resolution. Will need an alternative for Wahkon Day button drawing as some of the proceeds supplement half the treasure hunt prize money. MSA will handle their own raffle button drawing with Button helping as a member, utilizing their own members and volunteers to sell them.

Open Forum: Murphy brought up her sewer usage fees again. Wahkon ordinance is vague and not a perfect system to outline how to charge particular businesses. She was directed to fill out the sewer usage form for a reduction request, which will be decided by council at a meeting. Here is another reason why meters have been discussed. Everything we do is for the betterment of all citizens.

ADJOURNMENT: Motion by Bjornson-Main, seconded by Button, to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:55 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The December 11, 2017 Wahkon Planning Commission meeting, comprised of members of the City Council, was called to order by Mayor Sandy Reichel at 5:30 pm. Councilmembers present were Christine Bjornson, Tony Button, Ronda Bjornson-Main, and Kim Tyson. Employees Chris Weinreich and Karrie Roeschlein were present. Meeting began with the Pledge of Allegiance.

Approval of Agenda: Motion by Button, seconded by Bjornson-Main to approve the agenda as written. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Minutes: 10/23/17 Planning Commission Meeting: Motion by Tyson, seconded by Bjornson to approve 10/23/17 Planning Commission meeting minutes. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Staff Report: Darrin Welle of NJPA: Welle wasn't in attendance, nor was City Attorney Kyle Hartnett, and the staff report won't be discussed; see reason below.

Public Hearing: Meshigun Point Properties (MPP) PUD Amendment: Developer Chip Frederickson requested more time to investigate DNR concerns with previous DNR contact Tim Crocker who was involved when original PUD was approved in 2008. Motion by Tyson, seconded by Bjornson-Main to open the public hearing. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Motion by Button, seconded by Bjornson to continue MPP PUD Amendment public hearing to January 8, 2018 at 5:00 pm to be held in the Wahkon Community Hall per developer Frederickson's request. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Adjournment: Motion by Tyson, seconded by Bjornson-Main to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 5:35 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor

The December 11, 2017 Wahkon City Council meeting was called to order by Mayor Sandy Reichel at 6:00 pm. Councilmembers present were Ronda Bjornson-Main, Kim Tyson, Christine Bjornson, and Tony Button. Employees Chris Weinreich and Karrie Roeschlein were present. Meeting began with the Pledge of Allegiance.

CONSENT AGENDA: All items listed shall be approved by one motion, unless removed. Reichel voiced her thanks that Representative Erickson's newsletter contained Mille Lacs County (MLC) public reply to the Mille Lacs Band of Ojibwe Indians lawsuit regarding tribal law enforcement, item D below. Motion by Tyson, seconded by Bjornson-Main to approve consent agenda as written. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

A) Meeting Minutes: 8/14 Council

B) American Cancer Society 2017 Relay for Life of North Mille Lacs County Certificate of Appreciation

C) League of MN Cities Insurance Trust (LMCIT) 2017-18 Premium Rates & Coverage Changes

D) Representative Sondra Erickson Legislative Email: Mille Lacs County (MLC) Response to the Mille Lacs Band of Ojibwe Lawsuit

E) Charitable Gambling Report: 10/2017 Mille Lacs Drift Skippers (MLDS) \$493.05

F) Treasurer's Report Ending Balance \$635,261.07

G) Mille Lacs County Tax Settlement Report \$116,976.31

H) Interim Financial Monthly Analysis Report

I) Disbursement Register 12/11 Date Range 11/14 – 12/11 Total \$31,139.93

REPORTS: Wastewater (WW): Weinreich stated City Engineer Dave Blommel will be in town tomorrow to look at the lift stations relative to the upcoming WW preliminary engineering report (PER).

Employee, Committee & Councilmember Updates: Contractor RC Habeck Excavating will remove snow from highway/Main Street tomorrow. DOT requires 2" minimum and RC has 2 hour minimum, anything less Weinreich will do.

Button mentioned the topic of cleaning up the new park land and Chippewa Trail was discussed at last WAVE meeting. Give some thought as to what the City may want. Crew of volunteers for tree and brush removal will be needed this spring.

Tyson questioned when Al Vanderpoel planned on doing the door and window trim at city hall? Per Weinreich, Vanderpoel is aware he can begin anytime; funds budgeted for 2018.

UNFINISHED BUSINESS: MnDOT/Wahkon 2017-2018 Snow Removal Contract: No Piling of Snow: Per new contract and liability reasons, DOT won't allow snow piles on Main Street. Wahkon began this practice in hopes of securing open parking spaces and to keep curb area clean. DOT will only plow the center 24' width. City will get reimbursed after securing permission per snowfall. Snow windrows will be left in place with goal to remove snow within 24 hours. This is a new system so we'll have to play it by ear. Main street businesses were informed of the issue.

NEW BUSINESS: Parking on Streets @ Beachside Resort: Ben Lapinski: Lapinski sent email stating he will abide by the ordinance prohibiting overnight winter street parking by utilizing his own property for patrons to park.

Sewer Usage Reduction Requests: Katrina Chang Murphy & Bertelons: City Engineer Dave Blommel  
Memo: All items were discussed at length. Murphy & Jeff Bertelson were present.

Murphy: On parcel with building she is requesting reduction from 3 usage fees down to 1.5 fees. Previous owner was charged three based on one residence and several businesses. This is first time Murphy has officially requested reduction based upon current use. She calculated maximum capacity of 20 guests over 4 days divided by 265 days for 11.4 guests per day. She included copy of hotel/motel license. What about her residence and fact she rents to others sometimes? Is that calculated in the 20? Bathroom in Wahkon the Wild Side is used as fitting room only per picture she provided. She also submitted memo requesting reduction of usage fees for the parcel that has RVs. Currently she is charged one full usage fee on this separate parcel for one RV and was informed when second RV arrives next spring, one additional full usage fee will be charged; she could get six month winter credit on the 2<sup>nd</sup> RV through inspection and \$20 fee.

City Engineer Blommel supplied Council with detailed memo with recommendations to charge usage fees based upon 2015 plumbing code that defined minimum daily flows for many occupancy types. Based upon Murphy's analysis, Blommel calculated 3.37 equivalent dwelling units (EDU) for the 11.4 hotel customers and one EDU for her residence, total of 4.37, which should be rounded up to 4.5. Murphy was emailed memo before the meeting to review. Reichel's recommendation to Council is to stop reductions as anything cut now affects the bottom line financially. Suggest we begin workshop meetings in January to formalize an EDU fee ordinance. Per Blommel, the WW system must be maintained with adequate fess and now is the time to fully address this. WW PER should be finished at the end of March. Current Ordinance 2010-1 Establishing Fees is vague and doesn't list occupancy types. Previous and current councils have set fees to the best of their ability, but a new detailed ordinance is needed. Blommel concluded in his memo "It will be a process that is going to take some time, but when complete Wahkon should have a solid, defensible, and most importantly, fair billing strategy for sanitary sewer." Per current ordinance every residential parcel must pay at minimum one full monthly usage fee year round.

Jeff Bertelson was present to request reduction and per his submitted form, "stop sewer charge as this residence is not livable due to mold. Residence is used only for storage. This residence and sewer have not been used/lived in 7+ years as it is unlivable." Due to the fact this building is connected to sewer and is on a separate parcel from the cabin they do reside in, it is charged one usage fee year round. Bertelson questioned how Council can grant an exception to one person last month and not do it now. He is willing to remove all the plumbing if necessary. There is still a lateral on the property which has potential to take on inflow & infiltration (I&I) and per Blommel's memo, "If there are existing structures with connection to the sanitary sewer, I would not reduce the billing for the parcel until permanent steps have been taken to disconnect from the sanitary sewer system." Clerk gave example that Tom Johnson was required to remove old trailer from parcel before usage fee was removed.

Kim Tyson is the person referenced above. She removed herself from council last month to formally ask reduction from two usage fees to one as the bathroom in the building of the boat motor repair and quilt shop is used as a mechanics bathroom for them. Per current ordinance resident's mechanic bathroom aren't charged additional fee. Neither business requires a public restroom. Debate included requirement that all residential parcels must pay at minimum one fee year round, and her home and business are on two parcels. Her rebuttal was if parcels were combined the city would lose tax revenue. Motion was carried last month to remove one usage fee on the business account. Bertelson doesn't know where his lateral is and agreed with Tyson's argument on combining parcels. Reichel usually refrains from making motions but doesn't see how council can leave Tyson's decision stand

when informing others today that no changes will be made. Motion by Reichel, seconded by Bjornson to reverse Kim & Dave Tyson's sewer usage reduction on their business parcel back to one usage fee. Ayes: Bjornson, Bjornson-Main, Button, and Reichel. Abstain: Tyson. Motion carried. Motion by Bjornson-Main, seconded by Button to impose a moratorium on sewer usage fee reductions until a new ordinance is adopted. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Bertelson requested future EDU ordinance give detailed requirements for removal of structures from the system. Original laterals are very old and allowing I&I into the system which may require replacement; wait to see what PER recommends. Disconnect and reconnect fees may also be required. Murphy feels this is unfair and spent a lot of time researching her request. She also brought up incident at last month's meeting where Bjornson-Main confided she made a second residential bathroom near the business side of her building. Prior owner had disconnected sinks and restroom to remove usage fee from the business many years ago. Future inspections will likely be required to inventory actual use of properties. Workshop meetings will begin in January to draft new EDU ordinance.

J&J Resort: Clerk had given Blommel info regarding J&J Resort being sold to Mille Lacs Band of Ojibwe Indians (MLB) and their decision to not use the WW system wherein Weinreich installed a cap in the manhole to prevent I&I. There is at least one other lateral for the residence and their account was reduced from 6.5 usage fees to one. Council should have made the decision, not the clerk. Per Blommel memo "If the cabins still have bathrooms connected to the sanitary sewer, we have no control over the use (or lack thereof) of the sewer in those cabins. I would recommend they be charged the full EDU for the primary structure, and the partial EDUs seasonally as they have been in the past, until a permanent disconnect is made from the municipal system." MLB also purchased J&J's Detached Townhome parcel which used to be the old trailer park. Townhome was never connected per developer request at the time with contingency they would still be charged one usage fee. Assumption is that laterals from trailer park are still in the ground. Blommel memo states that only when all laterals are removed from the parcel would he recommend a no charge. Motion by Bjornson-Main, seconded by Button to begin immediately charging previous 6.5 usage fees relative to property formally known as J&J's Resort based upon city engineer recommendation. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

S.E.H. Miscellaneous Contract: Zoning (PUD) Review & Other: In order to keep miscellaneous engineering fees separate from large projects, currently the WW PER, S.E.H is requesting this contract not to exceed \$5,000. Meshigun Point Properties (MPP) PUD amendment review would fall under this, as well as future EDU ordinance work, estimated at \$2000. All work would require council approval. Motion by Bjornson-Main, seconded by Tyson to enter into an agreement with S.E.H to do miscellaneous engineering work not to exceed \$5000. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

City Meeting Procedures Draft: Clerk was asked to review other cities policies and drafted one page policy to help meetings run smoothly. Recently meetings are becoming more of a debate. "While such meetings are open to the public pursuant to the Minnesota Open Meeting Law, they are not a forum for public expression but a venue allowing the public to witness how city business is conducted by council as a whole...." Open forum will still be on the agenda at the end allowing three minutes to address council; "Public comments and/or questions shall be respectfully heard through the designated public forum portion of the agenda as they are an important factor in the city government process." Mayor stated meetings have gotten away from Robert Rules of Order, which she'll strive to adhere to in the future. These are guidelines so everyone will know what to expect.

Past agenda notices posted at city hall required almost two weeks advanced notice to be on the agenda in order to accommodate the lengthy zoning process of public hearings and notices. This meeting notice is for citizen issues only as zoning issues have specific timelines outlined via the applicable ordinance, application, and/or checklist. Motion by Tyson, seconded by Bjornson-Main to adopt meeting procedure policy with agenda deadline of 1:00 pm the Monday before the meeting and agenda delivery to council no later than Thursday by 2 pm. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

Community Toy Box 12/22 Fri. 5 - 9 pm: Cookie Donation Request: Isle Bakery is donating some cookies with approximately \$260 still owed. Motion by Bjornson-Main, seconded by Tyson to donate \$500 from Charitable Gambling to Community Toy Box for cookies and the remaining funds for toys. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously.

The Vietnam Veterans Memorial “The Moving Wall” Princeton 7/4-6: Donation Request & Other: It is fabulous this is coming to the area; half the original size. They need volunteers on site 24 hours a day; Button will be one of them. Motion by Bjornson-Main, seconded by Tyson to donate \$500 from Charitable Gambling Fund. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. They hope organizations will also do presentations honoring veterans from all the wars. WAVE may consider reading all the veterans’ names from the Walk to Honor.

Open Forum: Murphy admitted she sometimes talks out of line but doesn’t feel respected as she wasn’t given ample time to address council when her issue arose on the agenda. Now with moratorium, everything has stopped. Are you going to increase Bjornson-Main’s usage fees? Believes it is totally unfair to be charged based on maximum occupancy as businesses are closing. Council reiterated new EDU ordinance will be forthcoming and she will be charged accordingly.

Clerk was asked by Jill Dupre to request donation to help defray past due student school lunch accounts. She is asking businesses and organizations toward the goal of \$500. Per Button, MLDS approved up to \$500 toward this. Clerk will inform Dupre.

Tom Jackson saw a flyer about Vietnam Moving Wall coming to Mora in August. Please find out more so we can spread the word.

ADJOURNMENT: Motion by Bjornson-Main, seconded by Bjornson to adjourn. Ayes: Bjornson, Tyson, Bjornson-Main, Button, and Reichel. Motion carried unanimously. Meeting adjourned at 7:20 pm.

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Karrie Roeschlein, Clerk/Treasurer

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Sandy Reichel, Mayor