

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE MANHATTAN BEACH CITY COUNCIL
Tuesday January 3, 2023

The regular monthly meeting of the Manhattan Beach City Council was held on Tuesday, January 3, 2023, at the City Hall. The meeting was called to order by Mayor Paul Allen at 7:00 PM. The following officers were present. Mayor Paul Allen, Council Members, Barb Hanson, Jean Amundson and Clerk Treasurer, Marlene Yurek. Newly elected Council Member, Steve Amans was absent

THE PLEDGE OF ALLEGIANCE WAS RECITED.

OATH OF OFFICE: Council Member, Barbara Hanson and Mayor Paul L Allen read their Oath of Office.

PRO TEMP MAYOR: Mayor Allen made the recommendation to the council to appoint Council Member, Jean Amundson for Pro Temp Mayor. After discussion, Clerk/Treasurer, Marlene Yurek, made the motion to appoint Council Member Barbara Hanson as the Pro Temp Mayor. Council Member, Barbara Hanson seconded the motion. Motion carried.

CITY SERVICE PROVIDERS: CITY ATTORNEY, Andrew Kalis. Mayor made the recommendation to retain Kalis as our City Attorney being he is advising the city regarding the claim against Manhattan Beach Lodge. City Clerk, Marlene Yurek made the motion to retain Kalis as the City Attorney. Council Member, Jean Amundson seconded the motion. Motion carried.

CITY ENGINEER: No Appointment

CITY ACCOUNTANT: Clasen, Stegner & Schiessl

FIRE PROTECTION: Crosslake Fire Department

City Clerk, Marlene Yurek made the motion to retain the city accountant, and fire department as listed. Council Member, Barb Hanson, seconded the motion. Motion carried.

WETLAND SERVICES: Brinks Wetland Services

RUBBISH REMOVAL: Pequot Lakes Sanitation

CITY INSURANCE: Christenson Agency

City Council Member, Barb Hanson made the motion to retain Wetland Services, Rubbish Removal and City Insurance as listed. City Clerk, Marlene Yurek seconded the motion. Motion carried.

SNOW REMOVAL & LAWN CARE: First Site Properties, LLC, Zach Hanson

CITY BANK: Frandsen Bank & Trust

CITY WEBSITE: Tremolo Communications -Council Member, Jean Amundson stated the web site needed to be updated and asked for verification Tremolo Communication would continue to do so.

CITY PUBLISHING: Northland Press

Council Member, Jean Amundson made the motion to retain First Site Properties the city bank, city website & city publishing as listed. Council Member, Barb Hanson seconded the motion. Motion carried.

COMMERCIAL SEPTIC INSPECTION: Tom Esperson

RESIDENTIAL SEPTIC INSPECTION: Greg Kossan

Council Member, Barb Hanson made the motion to retain the above commercial & residential inspectors as listed. Council Member, Jean Amundson seconded the motion. Motion carried.

PLANNING & ZONING: Sourcewell: Mayor Allen stated that he had read the contract and it would be an ongoing contract with a 60 day termination notice. Council Member Barb Hanson made the motion to retain Sourcewell for Planning

& Zoning and approve the contract. Council Member, Jean Amundson seconded the motion. Motion carried.

PLANNING & ZONING: LIAISON TO PLANNING & ZONING: Mayor Allen stated he wanted the liaison position added to the City Providers list. Council Member, Barb Hanson stated the position had not been on previous providers lists. Mayor stated he has been the liaison for the past 12 years and would continue the position. Council Member, Jean Amundson made the motion to retain Mayor Allen as the liaison to the Planning and Zoning commission. Clerk, Marlene Yurek seconded the motion. Motion carried.

AGENDA AMENDMENTS: FEE SCHEDULE UNDER NEW BUSINESS: Council Member, Barb Hanson made the motion to add under new business fee schedule and approve the agenda for residential inspection fees. Council Member, Jean Amundson seconded the motion. Motion carried.

APPROVAL OF THE DECEMBER 2022 MINUTES. Council Member, Barb Hanson made the motion to approve the December, 2022 minutes as printed. Council Member, Jean Amundson seconded the motion. Motion carried.

CLERK/TREASURERS REPORT: Supporting documents attached. Barb Hanson made the motion to approve the clerk/treasurers report as printed and to include Crow Wing Power in the claims report. Council Member, Jean Amundson seconded the motion. Motion carried.

Discussion on the city attorney's invoice. Council Member, Jean Amundson asked why their office only invoices twice a year. Mayor Allen stated that the attorneys office has had medical issues, being short staffed and hiring issues that has delayed the billing process. Discussion also on progress of the small claims court regarding reimbursement to the city from Manhattan Beach Lodge regarding the septic issue. Mayor Allen stated it is a lengthy process getting a court date in Hennepin County and the attorney is working on it.

PLANNING & ZONING: BUILDING PERMIT FOR THE ADDITION TO CITY HALL:. Mayor Allen stated he, Council Member Jean Amundson had a meeting with Justin Burslie, P & Z coordinator. Clerk, Marlene Yurek stated she had inquires from residents stating there was not a building permit on the building during construction. Council Member, Barb Hanson stated that residents in Manhattan Beach are required to apply and have a building permit, the city should set the example. Mayor Allen stated the city was not required to have a permit and it was not in the ordinance book that a building permit was required for the city. The Mayor stated the council approved the addition and the city general ed the project to avoid paying sales tax for the materials. Mayor Allen did apply for the permit, and it was issued after the project was completed.

OPEN FORUM: Views expressed at the Public Forum are the opinion of each speaker and are not the City's position.

UNFINISHED BUSINESS: This past week the well connection and electrical had been completed.

NEW BUSINESS: Council Member, Jean Amundson and Clerk, Marlene Yurek's meeting with Sourcewell's P & Z coordinator, Justin Burslie and Heather Brandeen, Program & Community Development Supervisor regarding help they have to offer cities. There are training meetings available for council members, clerks and other services. Sourcewell will pay a portion of the fees for the training classes. Discussion on hiring a deputy clerk. Mayor suggested a deputy clerk would be helpful. City Clerk, Marlene Yurek stated she was extremely interested in the "clerks academy" for advanced training that will be available in September. Discussion to have an additional locked box near the building for residents to drop off documents in the event the clerk is not in the office. A motion was made by Council Member, Jean Amundson for Clerk, Marlene Yurek to reach out to get information on obtaining a deputy clerk. Clerk, Marlene Yurek seconded the motion. Motion carried.

FEE SCHEDULE: The fee for residential septic inspection has been increased to \$155.00. Council Member, Jean Amundson made the motion to approve the increase to \$155.00. Council Member, Barb Hanson seconded the motion. Motion carried.

A motion to adjourn was made by Council Member, Barb Hanson and seconded by Council Member, Jean Amundson. Motion carried

Marlene Yurek

Clerk/Treasurer

Paul L Allen

Mayor

