

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, September 23, 2019**  
**7:00 PM Lake Shore City Hall**

Mayor Kevin Egan called the September 23, 2019 Regular City Council meeting to order at 7:00 p.m. The pledge of allegiance was recited.

**Roll Call:** Mayor Kevin Egan. Council members present: Wayne Anderson, John Terwilliger and Krista Knudsen. City Attorney Dan Hawley; City Engineer Dave Reese; City Administrator/Planning and Zoning Administrator Teri Hastings; Police Chief Steve Sundstrom and City Clerk Patti McDonald were present. Council member Doug Miller was absent. There were 11 people in the audience. A quorum was present and the City Council was competent to conduct business.

**APPROVAL OF MINUTES**

MOTION BY KRISTA KNUDSEN TO APPROVE THE AUGUST 26, 2019 REGULAR CITY COUNCIL MINUTES AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**REPORTS**

**Police Report** – Officer Steve Sundstrom

Incident Report – In August 2019 there were 184 incidents in the City. There were 116 traffic-related incidents and 68 were miscellaneous department activity.

**Mayor's Report**– Kevin Egan said the budget workshop was before the regular Council meeting where there was a consensus to set a cap for the levy; this will be followed up with a workshop to discuss what the priorities are to be included in the final budget.

The Broadband committee is continuing to do their best in an attempt to procure infrastructure for Broadband at a reasonable price.

**Clerk/Treasurer's Report** – Patti McDonald

Financials – MOTION BY KRISTA KNUDSEN TO APPROVE THE AUGUST FINANCIALS AS PRESENTED (CLAIM NUMBERS 37651 THROUGH 37733 – TOTAL \$167,649.84). JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Pay Bills – MOTION BY JOHN TERWILLIGER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 37697 THROUGH 37783 – TOTAL \$87,042.19). WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**City Administrator/Planning & Zoning Administrator** – Teri Hastings

Adoption of 2020 Preliminary Levy and Budget – With Council consensus at the workshop preceding this meeting the preliminary levy was suggested to be set at \$1,297,255 which is a 24% increase and the suggested total preliminary budget set at \$1,520,692 which is a 19.9% increase.

MOTION BY WAYNE ANDERSON TO ADOPT AND CERTIFY TO CASS COUNTY THE 2020 PRELIMINARY LEVY AT \$1,297,255 AND THE 2020 PRELIMINARY BUDGET AT \$1,520,692.

KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED WITH JOHN TERWILLIGER OPPOSING.

Set and Announce Truth and Taxation Date – The city needs to set the Truth in Taxation meeting date for the 2020 levy and budget. The Truth and Taxation meeting has to be held between November 24<sup>th</sup> and December 30<sup>th</sup>; it could be done one hour prior to either the November 25<sup>th</sup> or the December 23<sup>rd</sup> regular City Council meeting at 6:00 p.m.

MOTION BY KRISTA KNUDSEN TO SET AND ANNOUNCE THE 2020 TRUTH IN TAXATION HEARING ON DECEMBER 23, 2019 AT 6:00 P.M. AT LAKE SHORE CITY HALL. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

August Minutes and Permit Summary – Teri included the July minutes and permit summary for review.

**Wastewater/Road Committee** – Wayne Anderson said the committee met last week.

Resolution 2019-09-01 Receiving Report and Calling Public Hearing – Wayne asked Dave Reese to go over the feasibility report for the proposed Port View Road West improvements. In accordance with state statute they take a look at the existing conditions, the proposed improvements would consist of and who would be assessed and prepare the project costs and a method for assessment that would be used and an estimate of what the potential assessment would be per parcel. Dave summarized the discussion from the Wastewater/Road Committee meeting. If anyone would like to inquire, the report is on file with the city.

Dave also said that the cost is the most important to the benefitting landowners when taking the road from gravel to paved (up to city standards). He said the engineering estimate is just under \$220,000 for the construction and \$44,000 for engineering/admin/legal for a total project of \$264,000 with 60% (\$158,400) being assessed to the benefitting land owners and 40% (\$105,000) to the city. The petitioners would spread their portion equally to abutting benefitting property owners. He said the city can't assess more than the increase in market value after the improvement is made; there are non-abutting land owners that have agreed to pay a portion of the road project. The city does have to pay the whole \$264,000 and be repaid through the assessment process during a time frame agreed upon by the City Council should the project move forward.

John Terwilliger asked if the project dies here if the petitioners agree as a whole to turn the project down. Dave said WSN's recommendation would be to hold the hearing so everyone has their chance for input on the project.

MOTION BY KRISTA KNUDSEN TO ADOPT RESOLUTION 2019-09-01 RECEIVING REPORT AND CALLING PUBLIC HEARING FOR OCTOBER 28, 2019 AT 6:00 PM AT LAKE SHORE CITY HALL. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Payment Request -Anderson Brothers – 50% – Anderson Brothers is requesting payment for the Jacobs Road project. The committee reviewed the progress of the project and there are a few items that are not complete so the committee is recommending a 50% payment.

MOTION BY KRISTA KNUDSEN TO APPROVE 50% OF THE PAYMENT FOR THE JACOBS ROAD PROJECT. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Wastewater Monthly Report – PRASD – The operations report for September was included for review.

August Minutes – The August minutes were included for review.

**Park and Recreation Committee** – Krista Knudsen said the committee met this month.

August Minutes – The August minutes were included for review.

**Environmental Committee** – Doug Miller said the committee

May Minutes – The May minutes were included for review.

**Trail 77** – Teri said that our district has reviewed the applications for Legacy Fund Grant the City applied for in conjunction with Nisswa for the Gull Lake Trail and there are two in this district with Lake Shore/Nisswa rated number one of the two.

**Personnel** – Kevin Egan/Doug Miller – There was no personnel business for the month.

**City Attorney** – Gammello - Pearson – Dan Hawley had nothing more to report.

**City Engineer** – Widseth Smith Nolting – Dave Reese had nothing more to report.

**OLD BUSINESS** – There is no old business.

**NEW BUSINESS** –

Request to Purchase Blower – Two quotes were obtained for a blower which range from \$1599 to \$1697. The blower would be used mainly for the trail; however, it will also be utilized at city hall and the park. The blower is needed for blowing the sand off of the trail in addition to leaves and acorns. Bob, city maintenance, used the blower backpack but that was not efficient and he also tried the lawn mower. Earlier this year, Bob rented the same blower (Little Wonder) locally and found it to be a much more efficient way to remove sand and debris from the trail. There is money in the budget for this purchase (Capital Outlay-maintenance equipment, \$10,193). Bob's recommendation would be to purchase the Little Wonder blower from Midwest Machinery with wheel kit. It is Bob's opinion that machine is a heavier duty and does like the features better.

MOTION BY WAYNE ANDERSON TO APPROVE THE PURCHASE OF A BLOWER FROM MIDWEST MACHINERY FOR \$1,697. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Regional Broadband Agreement –An investment agreement with Region Five Development was attached for consideration for funds (\$25,000) for investment towards broadband infrastructure that expands broadband service to the city residents and/or businesses. Kevin said this is an incredibly slow process.

MOTION BY KRISTA KNUDSEN TO APPROVE THE REGION FIVE DEVELOPMENT INVESTMENT AGREEMENT AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Appointment of Jim Woll –Jim Woll has submitted a committee application expressing an interest to serve on the Wastewater/Road Committee and the Planning and Zoning Board. Teri respectfully requests the City Council to appoint Mr. Woll to the Road/Wastewater Committee to fill the vacancy left by Andy Swift who resigned. In addition, she would request that Mr. Woll be appointed as an alternate to the Planning Commission beginning January 1, 2020. She met with Mr. Woll a few weeks ago and would be happy to serve on the Road/Wastewater Committee and Planning Commission. City ordinance does allow a residence to serve on two city committees.

MOTION BY JOHN TERWILLIGER TO APPOINT JIM WOLL TO THE LAKE SHORE WASTEWATER/ROAD COMMITTEE IMMEDIATELY AND AS AN ALTERNATE TO THE

PLANNING COMMISSION BEGINNING JANUARY 1, 2020. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**ANNOUNCEMENTS/PUBLIC FORUM** – Dave Baldwin has two parcels on Lake Margaret and he has a property just outside the municipal boundary from the road (not in Lake Shore) from the Port View Road project; he said they have agreed to donate towards the Port View Road project along with another resident for at least \$5,000 each. Dave would like to know the difference for deviating from city standards for trees that were spared on Pohl Road located near the road right-of-way during the Pohl Road improvements and the proposed Port View Road West project for trees near the right-of-way. Dave said they measured the trees on Port View Road West during the feasibility report and found the trees to be less than 10 feet from the road (some near the gravel), where as they were more than 10 feet on Pohl Road and the owner attended the Public Hearing to state his case.

Mike Luker said he and his wife Sandy live here for 7 months a year; he attended the meeting last month and asked to make a few comments regarding the Comprehensive Plan that the Council adopted. He complimented the work in the Comprehensive Plan. He said he worked for Cargill for about 30 years and has ran 3 different businesses; the Comp Plan followed Malcom Baldrige National Quality Award format which the President recognizes 6 to 8 companies a year as best in the United States. There is one thing missing; the Comp Plan has the strategies and goals; however, accountability and execution are not spelled out, so he offered to help the Council with the Comp Plan. The Mayor said he could set up a time to visit with Teri.

MOTION BY KRISTA KNUDSEN TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF AUGUST 26, 2019 AT 7:32 PM. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk