

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, April 25, 2022**  
**6:00 PM Lake Shore City Hall**

Mayor Krista Knudsen called the April 25, 2022 Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**Attendance:** Mayor Krista Knudsen; Council Members: Doug Miller, John Terwilliger and Wayne Anderson. City Attorney Dan Hawley; City Engineer Dave Reese; City Administrator/Planning Zoning Administrator Teri Hastings; Police Chief Steve Sundstrom and City Clerk Patti McDonald were present. Council Member Henry Cote was absent. There were 4 people in the audience including Dan Detterman, Pineandlakes Echo Journal; Police Sergeant Mike Heldt; Emma Clarke, Widseth and Sean Weldon. A quorum was present and the City Council was competent to conduct business.

**APPROVAL OF MINUTES**

MOTION BY DOUG MILLER TO APPROVE THE MARCH 28, 2022 REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY JOHN TERWILLIGER TO APPROVE THE APRIL 11, 2022 BOARD OF APPEAL AND EQUALIZATION CITY COUNCIL MEETING MINUTES AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**REPORTS**

**Police Report** – Police Chief Steve Sundstrom

Incident Report – In March 2022 there were 83 incidents in the city. There were 54 traffic-related incidents and 29 were miscellaneous department activity.

Law Enforcement Agreement - GCOLA – The City Council reviewed an agreement between the City of Lake Shore and the Gull Chain of Lakes Association (GCOLA) for the 2022 boating season. The police department will provide law enforcement services at the DNR public access providing general security and enforcing state laws regarding the illegal transfer of aquatic invasive species. This agreement covers all costs, including wages, benefits and associated costs of having the officer. This agreement shall not exceed \$12,000 unless additional funding is approved by GCOLA. Steve heard today that GCOLA would like to increase the total to \$14,000 and 400 hours of enforcement.

MOTION BY WAYNE ANDERSON TO ACCEPT THE AGREEMENT AS PRESENTED BETWEEN THE CITY OF LAKE SHORE AND GULL CHAIN OF LAKES ASSOCIATION. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**Mayor's Report** – Krista Knudsen

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

Financials – MOTION BY DOUG MILLER TO APPROVE THE MARCH FINANCIALS AS PRESENTED (CLAIM NUMBERS 39954 THRU 40018 AND NON-CHECK CLAIMS LISTED ON REPORT – TOTAL \$126,098.34. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Pay Bills – MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 40013 THRU 40102; AND CLAIMS 1065 THRU 1075 – TOTAL – \$195,484.67). WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

Acceptance of Conservation Easement Spider Preserve – Teri said this item was withdrawn by the applicant.

Final Plat – Spider Ridge - Teri read the request to withdraw this item from the applicant in order to complete required items before approval; and requested a 30-day extension from the city’s timeline and request a special council meeting to be scheduled for the 2<sup>nd</sup> week in May.

March Minutes and Permit Summary Report – Teri included the March minutes and permit summary for review.

**Wastewater/Road Committee** – Wayne Anderson said the committee met on April 19<sup>th</sup>.

Award Contract for 2022 Road and Wastewater Project – Emma reported that the bids were opened on Monday, April 18<sup>th</sup>. The Engineer’s letter of recommendation for bid award states: Pursuant to authority of the Council and after proper legal advertisement, electronic proposals for the 2022 Street and Wastewater Improvements project were obtained at 10:30 a.m. on April 18<sup>th</sup> via electronic on-line submission (QuestCDN), an on-line bidding application. The following bids were received: Anderson Brothers Construction Company of Brainerd, LLC for \$599,018.98; and Knife River Corporation \$622,691.75. The Engineering Estimate of the construction cost was \$560,802.75. The bid tabulation was supplied to the Council. The electronic bids were conforming to the digital bidding documents, plans, specifications, and advertisement. Widseth recommends the contract be awarded to Anderson Brothers Construction Company of Brainerd, LLC, the lowest responsible bidder, based on the unit prices on the bid proposal.

Wayne commented that the bids were fairly close in price compared to projects in the past. Dave shared that during discussion at the committee meeting, he said the engineers estimate was lower than both of the bids received; the lift station work was quite a bit higher than estimated and Widseth is seeing that in other locations as well. Blacktop costs are also higher. The committee agreed that this project should move forward as there is no guarantee that prices will come down in the future. The mayor said it should be noted that if the project isn’t done, it would allow for further deterioration of the roads, which would also cause an increase in the project price.

MOTION BY DOUG MILLER TO AWARD THE CONTRACT FOR THE LAKE SHORE 2022 STREET AND WASTEWATER IMPROVEMENT PROJECT TO ANDERSON BROTHERS CONSTRUCTION COMPANY OF BRAINERD LLC IN THE AMOUNT OF \$599,018.98. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

March Minutes – The minutes from the March meeting were included for review.

**Park and Recreation Committee** – Henry Cote was absent. Steve Sundstrom reported the committee met on April 18<sup>th</sup>. They discussed planning for the 75<sup>th</sup> Anniversary Picnic at Fritz Loven Park on Thursday, June 9, 2022 from 6 to 8 p.m.; the Easter Egg hunt was Saturday, April 16<sup>th</sup> and it was very well attended.

March Minutes – The minutes from the March meeting were included for review.

**Trail 77** – Teri said the appraisals are being worked on for easements and Widseth is continuing to make adjustments to the plan as changes arise. When the weather breaks, the archaeological study can take place.

**Personnel** – Krista Knudsen/Doug Miller – The personnel committee had no business for the month of April.

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

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

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

**NEW BUSINESS** –

Resolution 2022-04-01 Authorizing Gambling Premises Permit at Zorbaz for The Confidence Learning Center – The Confidence Learning Center requested the Lake Shore City Council to adopt a resolution to allow pull-tabs on their behalf at Zorbaz.

MOTION BY WAYNE ANDERSON TO ADOPT RESOLUTION 2022-04-01 TO THE CONFIDENCE LEARNING CENTER TO SELL PULL-TABS AT ZORBAZ. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Resolution 2022-04-02 Adopting the Cass County All Hazard Mitigation Plan – Lake Shore participated in the hazard mitigation planning process as established un the Disaster Mitigation Act of 2000, which established a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan.

MOTION BY WAYNE ANDERSON TO ADOPT RESOLUTION 2022-04-02 ADOPTING THE CASS COUNTY ALL HAZARD MITIGATION PLAN. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Resolution 2022-04-03 Naming an Easement Road – Teri provided a map depicting an easement that serves three properties off of the east side of County 78. One of the properties have requested an address due to new construction of a home which triggered the easement to be named. This is **not** a city roadway and it is **not maintained** by the city but since it is serving more than two properties a road name is required for the Enhanced 911 program. The name of Refuge Trail is being recommended. This name is on the approved Cass County Road index and has been discussed with Jessica Watts, Cass County MIS Dept.

MOTION BY DOUG MILLER TO ADOPT RESOLUTION 2022-04-03 NAMING AN EASEMENT ROAD OFF OF COUNTY 78. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

S&P Credit Rating Review – Recently Teri and Patti spoke with a credit analyst from Standard & Poors Global Ratings to answer their questions pertaining to Lake Shore’s financial condition the past year. The final outcome after they reviewed our information is that the city has a strong institutional framework, meaning the institutional framework score for Minnesota cities with a population between 1,000 and 2,500 and an audit required by state statute is strong. S&P Global Ratings raised its long-term rating to ‘AA’ from ‘AA-’ on Lake Shore, Minnesota’s general obligation (GO) tax abatement bonds, series 2020A. The outlook is stable.

**ANNOUNCEMENTS/PUBLIC FORUM** – There was no announcements or public forum.

MOTION BY DOUG MILLER TO ADJOURN THE APRIL 25, 2022 REGULAR CITY COUNCIL MEETING AT 6:17 PM. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk