

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, June 27, 2022**  
**6:00 PM Lake Shore City Hall**

Mayor Krista Knudsen called the June 27, 2022 Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**Attendance:** Mayor Krista Knudsen; Council Members: Henry Cote, John Terwilliger and Wayne Anderson. City Attorney Dan Hawley; City Engineer Dave Reese; City Administrator/Planning Zoning Administrator Teri Hastings; Police Chief Steve Sundstrom; Sergeant Mike Heldt and City Clerk Patti McDonald were present. The audience included Fire Chief Shawn Bailey; Kevin Lee of North Ambulance and Emma Clarke, Widseth along with approximately 38 people for the Life Saver Presentation. Council Member Doug Miller was absent. A quorum was present and the City Council was competent to conduct business.

**PRESENTATION:** Life Saving Award Presentation – Patrick Scrimshaw and twenty-five of his family and friends, were present this evening to recognize Ted Feyder (who was first to perform CPR); eight Nisswa Firefighter/First Responders; two of North Ambulance crew and Sergeant Mike Heldt from the Lake Shore Police Department for their life saving actions on May 1<sup>st</sup> to revive Patrick Scrimshaw. Kevin Lee and Shawn Bailey shared what happened on May 1<sup>st</sup> and presented each of them a Life Saver Award for participation in the pre-hospital care of a patient in cardiac arrest.

**APPROVAL OF MINUTES**

MOTION BY WAYNE ANDERSON TO APPROVE THE MAY 23, 2022 REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**REPORTS**

**Police Report** – Police Chief Steve Sundstrom and Sergeant Mike Heldt

Incident Report – In May 2022 there were 109 incidents in the city. There were 66 traffic-related incidents and 43 were miscellaneous department activity.

**Mayor’s Report** – Krista Knudsen reported that she and Teri will be attending a meeting in Nisswa to hear the proposed increase for the Nisswa Fire Department Relief Association.

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

Resolution 2022-06-01 Acceptance of Donations – The Park and Recreation committee solicited donations from the area restaurants to offset the cost of food provided at the city 75<sup>th</sup> Anniversary Celebration held at Fritz Loven Park on June 9<sup>th</sup>.

MOTION BY JOHN TERWILLIGER TO ADOPT RESOLUTION 2022-06-01 A RESOLUTION ACCEPTING DONATIONS. HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Financials – MOTION BY WAYNE ANDERSON TO APPROVE THE MAY FINANCIALS AS PRESENTED (CLAIM NUMBERS 40103 THRU 40170 AND NON-CHECK CLAIMS LISTED TO ATTACHED REPORT – TOTAL \$89,365.06). HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Pay Bills – MOTION BY JOHN TERWILLIGER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 40170 THRU 40241; AND CLAIMS 1086 THRU 1095 – TOTAL – \$86,005.23). WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**City Administrator/Planning & Zoning Administrator** – Teri Hastings said the Planning Commission didn't meet in the month of June.

Waiver of Tort Liability – Our insurance carrier is requesting that the City Council act annually on whether or not it would like to waive tort liability limits.

MOTION BY JOHN TERWILLIGER TO NOT WAIVE THE STATUTORY TORT LIABILITY COVERAGE LIMIT AND SUBMIT THE PROPER WAIVER FORM TO THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

2021 Population Estimate – Teri provided the Estimated 2021 Census Population and Household Counts from the US Census Bureau. The state demographer's office is required by law to produce annual population and household estimates of Minnesota's cities and townships. For years that end in zero, the State Demographic Center adopts the Federal Census Counts as the official population estimates. The 2020 population count is 1080; Lake Shore's estimated population in 2020 was 1050; 2019 was 1072 and the 2018 population estimate was 1067. Lake Shore's April 1, 2021 household estimate is 478. We are still the largest city in Cass County.

May Permit Summary Report – Teri included the May permit summary for review.

**Wastewater/Road Committee** – Wayne Anderson said the committee didn't meet in the month of June.

Resolution 2022-06-02 Declaring Adequacy of Petition & Ordering Preparation of Report – Springside Drive  
Dave Reese confirmed the residents of Springside Drive have met the signature requirement of 35% by frontage to submit the petition.

MOTION BY HENRY COTE TO ADOPT RESOLUTION 2022-06-02 DECLARING ADEQUACY OF PETITION AND ORDERING PREPARATION OF REPORT – SPRINGSIDE DRIVE AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Feasibility Report Proposal – Widseth has provided a proposal to prepare a feasibility study for the residents on Springside Drive. This is the next step, after a petition is declared adequate, in the process before moving forward with the requested road improvement.

MOTION BY WAYNE ANDERSON TO APPROVE WIDSETH TO MOVE FORWARD WITH THE SPRINGSIDE DRIVE FEASIBILITY STUDY AS PROPOSED. HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

**Park and Recreation Committee** – Henry Cote reported that the 75<sup>th</sup> Anniversary Picnic was well attended and a great event. Teri thanked Roger Olsheid and his help for making the park look so nice for the event.

**Trail 77** – Teri said the archaeological study was performed on June 4<sup>th</sup> and 5<sup>th</sup> and the trail route is in the clear. Currently working with the Gohman property owner to move forward with the revised route.

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

**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** –

Receipt of Road Vacation Request to District Court for Archer & Howard Ave – Teri’s staff report indicated that the city has been notified of a road vacation request to district court for Howard Avenue and Archer Road. These roadways are unmaintained roadways that are not constructed for the most part. A portion of the applicant’s home is located on Howard Avenue along with the septic system for the home. The roadway of Pomeroy Lane is located on private property off of County State Aid Highway 77 (Interlachen Road) and then has been constructed partially within the platted right of way of Archer Avenue. Pomeroy Lane was constructed by private property owners and does not meet city standards. There is an easement and road maintenance agreement for Pomeroy Lane in place for the property owners within the plat of Lake Margaret Addition to Shore Acres.

**RECOMMENDATION:**

Recommend the City Council take a neutral position on the road vacation request.

John Terwilliger asked if this would set a precedence for other city landings. Teri answered the current status of the property having improvements with an easement to the adjacent property owner prevents the public from using this public landing.

**MOTION BY HENRY COTE TO MAINTAIN A NEUTRAL POSITION ON THE ROAD VACATION REQUEST OF ARCHER AND HOWARD AVENUE. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

**ANNOUNCEMENTS/PUBLIC FORUM** –

Bar Harbor – July 4<sup>th</sup> Fireworks

**MOTION BY HENRY COTE TO ADJOURN THE JUNE 27, 2022 REGULAR CITY COUNCIL MEETING AT 6:28 PM. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

Transcribed by Patti McDonald  
Lake Shore City Clerk