

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, November 28, 2022**  
**6:00 PM Lake Shore City Hall**

Acting Mayor Doug Miller called the November 28, 2022, Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**Attendance:** Council Members: Doug Miller, John Terwilliger and Wayne Anderson. City Attorney Dan Hawley; City Engineer Dave Reese; City Administrator/Planning Zoning Administrator Teri Hastings; Officer Mike Heldt; and City Clerk Patti McDonald were present. The audience included Police Chief Steve Sundstrom and Nancy Vogt, Pineandlakes Echo Journal Editor. Mayor Krista Knudsen and Council Member Henry Cote were absent. A quorum was present, and the City Council was competent to conduct business.

**APPROVAL OF MINUTES**

MOTION BY JOHN TERWILLIGER TO APPROVE THE OCTOBER 24, 2022, PUBLIC HEARING FOR SPRINGSIDE DRIVE MINUTES AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED.

MOTION BY WAYNE ANDERSON TO APPROVE THE OCTOBER 24, 2022, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED.

MOTION BY WAYNE ANDERSON TO APPROVE THE MINUTES AS PRESENTED FOR THE NOVEMBER 16, 2022, SPECIAL CITY COUNCIL MEETING TO CANVASS THE GENERAL ELECTION. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED.

**REPORTS**

**Police Report** – Officer Mike Heldt

Incident Report – In October 2022 there were 71 incidents in the city. There were 28 traffic-related incidents and 43 were miscellaneous department activity.

October Fire Report – The Nisswa Fire Department fire report for October was included for review.

**Mayor’s Report** – Krista Knudsen was absent.

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

Financials – MOTION BY JOHN TERWILLIGER TO APPROVE THE OCTOBER FINANCIALS AS PRESENTED (CLAIM NUMBERS 40492 THRU 40568 AND NON-CHECK CLAIMS LISTED TO ATTACHED REPORT – TOTAL \$112,895.95). WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Pay Bills – MOTION BY WAYNE ANDERSON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 40564 THRU 40634; AND CLAIMS 1144 THRU 1153 – TOTAL – \$115,258.01). JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

Holiday Schedule – The City Council has typically met at a half hour prior to the regular start time of the December meeting to enjoy a short holiday gathering; however, this year Teri recommends meeting at 5:30

p.m. for an appreciation gathering for Mayor Knudsen and Council Member Doug Miller. The regular City Council meeting will then begin promptly at 6 p.m.

In addition, employees are requesting to close City Hall on Friday December 23, 2022. At this time of year, it is typically slow with very little walk-in traffic and few phone calls. Employees would take vacation or compensatory time on this date. City Hall will be closed on Monday, December 26<sup>th</sup> as Christmas falls on Sunday this year.

MOTION BY JOHN TERWILLIGER FOR THE CITY COUNCIL TO MEET FOR AN APPRECIATION GATHERING ONE-HALF HOUR (5:30) PRIOR TO THE MEETING ON DECEMBER 19, 2022, WHICH STARTS AT 6:00 P.M. AT LAKE SHORE CITY HALL; AND TO ALLOW CITY HALL TO BE CLOSED ON DECEMBER 23<sup>RD</sup>. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED.

Planning Commission Appointments – Patrick J. Smith and Sean Weldon have submitted committee applications expressing an interest in serving on the Lake Shore Planning Commission.

MOTION BY JOHN TERWILLIGER TO APPOINT PATRICK J. (PJ) SMITH AND SEAN WELDON TO THE LAKE SHORE PLANNING COMMISSION AS ALTERNATES. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED.

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

**Wastewater/Road Committee** – Wayne Anderson said the committee met November 15<sup>th</sup>.

Draft CIP for 2023 Projects – Dave Reese summarized the Draft CIP that was presented at the Road Committee meeting. The total improvements for 2023 is approximately \$620,000 and that doesn't include a lift station improvement for 2023; however, it factors in the bridge replacement. Wayne asked if this fits within the budget. Teri said it does fit into the budget.

MOTION BY WAYNE ANDERSON TO ACCEPT THE DRAFT CIP FOR 2023 PROJECTS AS PRESENTED. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Bridge Report – The Committee went over the Bridge report at the committee meeting and they voted to recommend moving forward with the recommendation from Widseth. Wayne thought there should be more consideration before moving forward without consulting the MN Land Trust.

MOTION BY JOHN TERWILLIGER TO TABLE THE RECOMMENDATION AND SEND THE BRIDGE REPORT BACK TO THE WW/ROAD COMMITTEE FOR FURTHER REVIEW. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED.

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

October Minutes – The October minutes were included for your review.

**Park and Recreation Committee** – Henry Cote was absent.

**Trail 77** – No updates.

**Personnel** – Krista Knudsen/Doug Miller – There was no personnel business.

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

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

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

**NEW BUSINESS** –

Lakes Area Food Shelf Donation Request – The Lakes Area Food Shelf has sent a request asking the city to consider a donation to the food shelf for 2023 budget year.

MOTION BY WAYNE ANDERSON TO DONATE \$750 TO THE LAKES AREA FOOD SHELF FOR THE 2023 BUDGET YEAR. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED.

Resolution Accepting the Resignation of Mayor Krista Knudsen and Declaring a Vacancy – Due to the recent election of Mayor Knudsen to the Minnesota House of Representatives; her resignation as Mayor of Lake Shore effective January 2, 2023, has been submitted. Teri recommends the City Council approve the resolution accepting the resignation and declare a vacancy.

Since there is less than 2 years left in her term, the City Council may appoint someone to fill this position through December 31, 2024.

With the City Council approval of the resolution to accept Krista’s resignation and declaring a vacancy exists for the mayor position, the Council can set a special meeting date in early January 2023 to appoint the next Mayor. Teri included a draft of the advertisement being sent to the Pineandlakes Echo requesting letters of interest in the mayor position. Teri suggested the City Council set a special meeting for January 3<sup>rd</sup>.

MOTION BY JOHN TERWILLIGER TO APPROVE RESOLUTION 2022-11-01 ACCEPTING THE RESIGNATION OF KRISTA KUNUDSEN AND DECLARING THAT A VACANCY EXISTS FOR THE MAYOR POSITION FOR THE CITY OF LAKE SHORE. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED.

Set Special City Council Meeting to Fill Vacancy – Monday December 19<sup>th</sup> is the deadline for the letters of interest.

MOTION BY WAYNE ANDERSON TO SET A SPECIAL MEETING ON JANUARY 3, 2023, AT 10:00 AM, TO APPOINT A MAYOR TO FILL THE VACANCY. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED.

**ANNOUNCEMENTS/PUBLIC FORUM** –

Lake Shore Election Results for Council – John Terwilliger and Andrew Stewart were the (only) two candidates receiving the most votes on the ballot for Lake Shore City Council for the General Election on November 8<sup>th</sup>.

Teri read a letter into the record from Mata Agre (1202 Springside Drive) expressing her thoughts as to why the city should not follow through with the Springside Drive project. She read another letter into the record from Mata Agre and Diane Marken (1177 Ebert Drive) stating they are against the improvement to Springside Drive as they feel the lake side properties will benefit more than the off-lake properties. Teri also received a phone call from Diane Marken with many concerns moving forward with the improvement to Springside Drive.

The Council discussed how to move forward, and Wayne said it could be brought back to the Road Committee. Dan Hawley commented that there was an attempt by one of the property owners to vacate this portion of Springside Drive with Diane Marken objecting in district court to that vacation. John Terwilliger said the improvement should raise the value of the property as much as the assessment and asked if this improvement would do this. Dan said the city has no legal obligation to have the property appraised, the

burden of proof falls on the property owner. Dave said the benefit opinion would provide a ballpark range for value of properties involved and how it would fall within a full appraisal. This will be sent back to the Road Committee.

MOTION BY DOUG MILLER TO ADJOURN THE NOVEMBER 28, 2022, REGULAR CITY COUNCIL MEETING AT 6:33. PM. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk