

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, July 22, 2024**  
**6:00 PM Lake Shore City Hall**

Mayor Andy Stewart called the July 22, 2024, Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**Attendance:** Mayor Andy Stewart; Council Members: Henry Cote, John Terwilliger, Darcy Peterson and Wayne Anderson. City Attorney Dan Hawley; Sergeant Mike Heldt; City Engineer Dave Reese; City Administrator/Planning Zoning Administrator Teri Hastings; and City Clerk Laura Fussy were present. The audience included Police Chief Steve Sundstrom; Emma Clarke, Widseth; Nancy Vogt, Pine and Lakes Echo Journal Editor and 1 other person. A quorum was present, and the City Council was competent to conduct business.

**APPROVAL OF MINUTES**

MOTION BY JOHN TERWILLIGER AND SECONDED BY WAYNE ANDERSON TO APPROVE THE JUNE 24, 2024, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

**REPORTS**

**Police Report** – Sergeant Mike Heldt

Incident Report – In June 2024 there were 103 incidents in the city. There were 46 traffic-related incidents and 57 were miscellaneous department activity.

June Fire Report – The June Nisswa Fire Department report was included for your review.

**Mayor’s Report** – Andy Stewart had nothing to report.

**Clerk/Treasurer’s Report** – Laura Fussy

Approval of Election Judges – The State of Minnesota primary election is August 13, 2024. Five people have agreed to attend training to be an election judge for the City of Lake Shore. They are Shawn Hansen, Laura O’Brien, Heidi Kraemer, Linda Halverson and Terry Frovik. We are required to have four people at city hall throughout the day. By appointing five people it would allow for breaks, lunch and replacement if someone were unable to be here. I am also trained in case of an emergency.

MOTION BY JOHN TERWILLIGER TO APPOINT THE FIVE ELECTION JUDGES AS PRESENTED FOR THE AUGUST 13, 2024 PRIMARY ELECTION. HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Financials – MOTION BY WAYNE ANDERSON AND SECONDED BY DARCY PETERSON TO APPROVE THE JUNE FINANCIALS AS PRESENTED (CLAIM NUMBERS 41968 THRU 42052 AND NON-CHECK CLAIMS LISTED TO THE ATTACHED REPORT – TOTAL \$332,531.23). MOTION PASSED.

Pay Bills – MOTION BY JOHN TERWILLIGER AND SECONDED BY HENRY COTE TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 42034 THRU 42100; AND CLAIMS 1369 THRU 1380 – TOTAL – \$312,199.11). MOTION PASSED.

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

Resolution 2024-07-01 – Appointing a Responsible Authority and Assigning Duties

This resolution relates to data practices and appoints Teri Hastings, City Administrator as the Responsible Authority and Laura Fussy, City Clerk as the Data Practices Compliance Official and Data Practices Designee. Included in the packet is the Lake Shore Data Inventory, Lake Shore Policy for Ensuring the Security of Not Public Data, Lake Shore Data Practices Policy for Data Subjects and Lake Shore Data Practices for the Members of the Public.

MOTION BY JOHN TERWILLIGER TO APPROVE THE RESOLUTION 2024-07-01 APPOINTING A RESPONSIBLE AUTHORITY AND ASSIGNING DUTIES. HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Request to allow for 2 cremation urns in one lot – According to Lake Shore cemetery rules, council approval is needed for this type of burial. Teri requests a policy change to allow this type of burial without the need for council approval.

MOTION BY JOHN TERWILLIGER TO APPROVE THE REQUEST TO ALLOW FOR 2 CREMATION URNS IN ONE LOT. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

**Wastewater/Road Committee** – Wayne Anderson said the committee met July 16<sup>th</sup>.

Pay Estimate 2-2024 Road/WW Improvement – Emma Clarke from Widseth gave a brief summary of the project and discussed the second pay application for Anderson Brothers for \$12,240.05.

MOTION BY JOHN TERWILLIGER AND SECONDED BY WAYNE ANDERSON TO APPROVE THE SECOND PAY APPLICATION FROM ANDERSON BROTHERS \$12,240.05. MOTION PASSED UNANIMOUSLY.

Change Order No. 1 – Anderson Brothers – Request Contract Extension – Emma stated that Widseth received a request for a substantial contract extension from Anderson Brothers because of their subcontractor’s supply chain issues. The original substantial completion of the project was asked to be extended from August 2, 2024 to September 6, 2024 with final completion date moving to September 27<sup>th</sup>, 2024.

MOTION BY WAYNE ANDERSON AND SECONDED BY DARCY PETERSON TO APPROVE THE CHANGE ORDER NO. 1 FROM ANDERSON BROTHERS TO EXTEND THE CONTRACT DATES. MOTION PASSED UNANIMOUSLY.

Recommendation on Drainage Issue at 8755 Lincoln Green Road – Dave Reese gave a summary of the resident concern on the drainage issue at the property stating there was standing water on the driveway and adjacent to the driveway due to the update of the road. Due to the amount of rain we have received, this has become an ongoing issue. Dave worked with the owners of the property on some resolutions that were brought to the road committee and the recommendation was to install a couple French drains on each side of the driveway.

MOTION BY JOHN TERWILLIGER AND SECONDED BY HENRY COTE TO APPROVE THE RECOMMENDATION ON DRAINAGE ISSUE AT 8755 LINCOLN GREEN ROAD. MOTION PASSED UNANIMOUSLY.

Recommendation – Pebble Beach Road – Dave Reese discussed Pebble Beach Road and the history of issues within the last 30 years. John Allen one of the property owners on the road is looking to do some improvements. Dave Rasinski is the contractor for the property owner and is looking for recommendations, and to working with Dave Reese to find some long-term solutions for the area.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE RECOMMENDATION OF COLLABORATION FOR PEBBLE BEACH ROAD WITH DAVE RASINSKI AND WIDSETH. MOTION PASSED UNANIMOUSLY.

May Minutes – The May minutes were included for review.

Wastewater Monthly Report – Pequot Lakes – The operations report for July was included for review.

**Park and Recreation Committee** – Henry Cote had nothing to report.

**Trail 77** – Dave Reese updated the council on a boardwalk that could potentially save quite a bit of money. Teri talked about the aluminum frame and looking at the price reduction should give us some hope for the grant submission.

**Personnel** – Andy Stewart/Wayne Anderson – Nothing to report.

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

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

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

**NEW BUSINESS** –

Resolution 2024-07-02 – Changing the compensation for alternates on city boards, committees and commissions – Andy stated he thought it was a good idea to compensate the alternates that attend and are aware of what is going on during the meetings.

MOTION BY ANDY STEWART AND SECONDED BY JOHN TERWILLIGER TO APPROVE RESOLUTION 2024-07-02 CHANGING THE COMPENSATION FOR ALTERNATES ON CITY BOARDS, COMMITTEES AND COMMISSIONS. MOTION PASSED UNANIMOUSLY.

**ANNOUNCEMENTS/PUBLIC FORUM** –

State Primary Election Day, Tuesday, August 13<sup>th</sup>, 2024 – Polls open 7:00am – 8:00pm

Filing Period for Affidavits of Candidacy, July 30, 2024 – August 13, 2024 – (3) City Council & (1) Mayoral Seat

MOTION BY WAYNE ANDERSON, SECONDED BY DARCY PETERSON TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF JULY 22, 2024, AT 6:31 PM. MOTION PASSED.

Transcribed by Laura Fussy  
Lake Shore City Clerk