

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, September 28, 2020**  
**7:00 PM**  
**Via – ZOOM Program Meeting ID 865 4344 2562**

Mayor Kevin Egan called the September 28, 2020 Regular City Council meeting to order at 7:00 p.m. The Pledge of Allegiance was recited prior to the Robinhood Way public hearing.

**Electronically attending via ZOOM were:** Mayor Kevin Egan. Council members: Wayne Anderson, Krista Knudsen, Doug Miller and John Terwilliger. City Attorney Dan Hawley; City Engineer Dave Reese; City Administrator/Planning and Zoning Administrator Teri Hastings; Police Chief Steve Sundstrom; City Clerk Patti McDonald and Pineandlakes Echo Journal Editor Nancy Vogt. A quorum was present and the City Council was competent to conduct business.

Guests Electronically attending included: Dave Anderson.

**APPROVAL OF MINUTES**

MOTION BY JOHN TERWILLIGER TO APPROVE THE AUGUST 24, 2020 PUBLIC HEARING FOR ROBINHOOD WAY MINUTES AS PRESENTED. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO APPROVE THE AUGUST 24, 2020 REGULAR CITY COUNCIL MINUTES AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO APPROVE THE COVID RELIEF FUNDS WORKSHOP OF AUGUST 12, 2020 AND (2) BUDGET WORKSHOPS - AUGUST 24, 2020 AND SEPTEMBER 9, 2020 MINUTES AS PRESENTED. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

**REPORTS**

**Police Report** – Officer Steve Sundstrom

Incident Report – In August 2020 there were 173 incidents in the City. There were 97 traffic-related incidents and 76 were miscellaneous department activity.

**Mayor’s Report**– Kevin Egan commented that political signs are being taken or defaced; he will put a brief message together for Facebook suggesting that this behavior has to stop.

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

Financials – MOTION BY DOUG MILLER TO APPROVE THE AUGUST FINANCIALS AS PRESENTED (CLAIM NUMBERS 38553 THROUGH 38615 – TOTAL \$72,396.82). WAYNE ANDERSON SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

Pay Bills – MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 38581 THROUGH 38677 – TOTAL \$180,238.33). JOHN TERWILLIGER SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY. Check numbers 38581 through 38594 were payroll.

Appoint Election Judges – The State of Minnesota general election is November 3, 2020. Five people have attended the training to be an election judge for the City of Lake Shore. They are Shawn Hansen, Linda Halverson, Joan Quam, Terry Frovik and Heidi Kraemer. The Clerk is also trained in case of an emergency.

MOTION BY DOUG MILLER TO APPOINT THE FIVE ELECTION JUDGES AS PRESENTED FOR THE NOVEMBER 3, 2020 GENERAL ELECTION. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

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

Adoption of 2021 Preliminary Levy and Budget – There have been no changes since the budget workshop on September 24<sup>h</sup>. The proposed preliminary levy is at \$1,402,716 which is an increase of 9.47% from 2020. The preliminary levy can be reduced, but cannot be increase. The preliminary levy is due to Cass County by September 30<sup>th</sup>.

MOTION BY DOUG MILLER TO ADOPT AND CERTIFY TO CASS COUNTY THE 2021 PRELIMINARY LEVY AT \$1,402,716 AND THE 2021 PRELIMINARY BUDGET. WAYNE ANDERSON SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

Set and Announce Truth and Taxation Date – The city needs to set the Truth in Taxation meeting dates for the 2021 levy and budget. Teri's staff report recommended holding the Truth and Taxation meeting on December 21<sup>st</sup> at 6:30 p.m. with the regular December City Council meeting to follow as the regular meeting falls right after the Christmas holiday.

MOTION BY DOUG MILLER TO SET AND ANNOUNCE THE 2021 TRUTH IN TAXATION HEARING ON DECEMBER 21, 2020 AT 6:30 P.M. AT LAKE SHORE CITY HALL. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

MOTION BY KEVIN EGAN TO CHANGE THE DECEMBER REGULAR COUNCIL MEETING TO DECEMBER 21, 2020 AT 7:00 P.M. AT LAKE SHORE CITY HALL. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

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

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

Resolution 2020-09-01 Declaring Cost to be Assessed & Ordering Preparations of Proposed Assessment – Port View Road – Dave Reese went over the assessment cost summary; the total project cost is \$195,341.78 with the assessable portion of 60% being \$117,205.07 that will be distributed to 8.5 assessable equivalent lots; the lot assessment is \$13,848.83, which includes 2020 interest. This can be paid in full within 30 of adoption of the assessment roll to avoid any interest charges. The amount typically will be able to be spread out for 10-years at 5% interest where the payment would be \$1,793.49 annually.

Doug Miller asked about the money that residents were willing to contribute to the project; he asked if that was off the table. Dave Reese said that the project worked out just as well being an assessed project and the city cannot assess the people that do not live in Lake Shore. Dan Hawley commented that those folks can offer to pay a portion of Lake Shore resident's assessments or those in need.

MOTION BY DOUG MILLER TO APPROVE RESOLUTION 2020-09-01 DECLARING COST TO BE ASSESSED & ORDERING PREPARATIONS OF PROPOSED ASSESSMENT – PORT VIEW ROAD. WAYNE ANTERSON SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

Resolution 2020-09-02 for Hearing on Proposed Assessment – Port View Road – A date and time needs to be established within this resolution. The public hearing can be at city hall with proper distancing measures and allow those that choose not to be present at city hall the ability to meet telephonically with the phone number that will be provided in the resolution.

MOTION BY WAYNE ANDERSON TO APPROVE RESOLUTION 2020-09-02 FOR HEARING ON PROPOSED ASSESSMENT – PORT VIEW ROAD. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

Resolution 2020-09-03 Receiving Feasibility Report and Calling Public Hearing – Robinhood Way –

MOTION BY WAYNE ANDERSON TO APPROVE RESOLUTION 2020-09-03 RECEIVING FEASIBILITY REPORT AND CALLING PUBLIC HEARING – ROBINHOOD WAY. JOHN TERWILLIGER SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

Payment Request – Anderson Brothers – Dave Reese presented Partial Payment Estimate Number 1 from Anderson Brothers for the portion of the 2020 Lake Shore Street Improvements that are complete to date. The total requests that includes a 5% reduction for retainage is \$333,885.24.

MOTION BY DOUG MILLER TO APPROVE PARTIAL PAYMENT ESTIMATE NUMBER 1 TO ANDERSON BROTHERS FOR THE AMOUNT OF \$333,885.24. WAYNE ANDERSON SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

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

July Minutes – The July minutes were included for review.

**Park and Recreation Committee** – Krista Knudsen said the committee didn't meet in September.

**Environmental Committee** – Doug Miller said the committee didn't meet in September.

**Trail 77** – Teri – Nothing to report.

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

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

**City Engineer** – Widseth Smith Nolting – Dave Reese – Nothing to report.

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

**NEW BUSINESS** –

Resolution 2020-09-04 Authorization to Support and Commit Funds for Border to Border Development Grant – Charter Communications is applying for the Border to Border Grant to build out and reach 180 additional homes that are underserved in Lake Shore. The Mayor commented that we are at the end of this phase that has been a 3-year march that has made a solid effort to get these 180 residents a satisfactory internet connection; we'll keep working to get the remaining underserved residents connected.

There have been 17 letters of support for this grant opportunity. Lake Shore's portion of the financial match is \$230,000 with half of that needing to be paid up front. The balance will be due at the end of the project, which gives the City time to look for additional grant dollars to make that payment.

MOTION BY DOUG MILLER TO APPROVE RESOLUTION 2020-09-04, AUTHORIZATION TO SUPPORT AND COMMIT FUNDS FOR BORDER TO BORDER DEVELOPMENT GRANT. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

Resolution 2020-09-05 Amending Ordinance Relating to the Sale of Tobacco to Persons Under the Age of Twenty-One Years Old and Authorization to Publish a Summary of Approved Ordinance Amendment –

MOTION BY DOUG MILLER TO APPROVE RESOLUTION 2020-09-05 AMENDING ORDINANCE RELATING TO THE SALE OF TOBACCO TO PERSONS UNDER THE AGE OF TWENTY-ONE YEARS OLD AND AUTHORIZATION TO PUBLISH A SUMMARY OF APPROVED ORDINANCE AMENDMENT. KRISTA KNUDSEN SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

**ANNOUNCEMENTS** – There were no announcements.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING VIA ZOOM OF SEPTEMBER 28, 2020 AT 7:30 PM. WAYNE ANDERSON SECONDED THE MOTION. ROLL CALL VOTE PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk