

MINUTES
Regular Meeting of Lake Shore City Council
Monday, June 26, 2023
6:00 PM Lake Shore City Hall

Mayor John Poston called the June 26, 2023, Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Attendance: Mayor John Poston; Council Members: Andy Stewart, 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. The audience included Emma Clarke, Widseth; Matt Maybon, Gammello & Pearson; Nancy Vogt, Pineandlakes Echo Journal Editor and Reed Wickstrom. 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 MAY 22, 2023, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

MOTION BY JOHN TERWILLIGER AND SECONDED BY ANDY STEWART TO APPROVE THE SPECIAL CITY COUNCIL ON JUNE 7, 2023, MEETING MINUTES AS PRESENTED. MOTION PASSED.

REPORTS

Police Report – Police Chief Steve Sundstrom

Incident Report – In May 2023 there were 98 incidents in the city. There were 51 traffic-related incidents and 47 were miscellaneous department activity.

GCOLA Contract Update – Steve said he spoke with the AIS chair of GCOLA to let him know that Lake Shore will not have a part-time officer to fulfill the contract. It is difficult to hire part-time officers this year. Steve did give them a 2-week notice to end the contract on June 30th.

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

Mayor's Report – John Poston had nothing to report.

Clerk/Treasurer's Report – Patti McDonald

Resolution 2023-06-01 A Resolution Authorizing New Checking and Savings at American National Bank – The City of Lake Shore desires to open a new checking and savings account at American National Bank of Minnesota.

MOTION BY JOHN TERWILLIGER AND SECONDED BY ANDY STEWART TO ADOPT RESOLUTION 2023-06-01 TO AUTHORIZE THE CITY CLERK AND CITY ADMINISTRATOR TO COMMENCE OPENING A CHECKING AND SAVINGS ACCOUNT AT AMERICAN NATION BANK OF MINNESOTA. MOTION PASSED.

Financials – MOTION BY JOHN TERWILLIGER AND SECONDED BY WAYNE ANDERSON TO APPROVE THE MAY FINANCIALS AS PRESENTED (CLAIM NUMBERS 40975 THRU 41065 AND NON-CHECK CLAIMS LISTED TO ATTACHED REPORT – TOTAL \$140,997.16). MOTION PASSED.

Pay Bills – MOTION BY WAYNE ANDERSON AND SECONDED BY JOHN TERWILLIGER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 41054 THRU 41116; AND CLAIMS 1221 THRU 1230 – TOTAL – \$62,254.80). MOTION PASSED.

City Administrator/Planning & Zoning Administrator – Teri Hastings

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 AND SECONDED BY ANDY STEWART TO NOT WAIVE THE STATUTORY TORT LIABILITY COVERAGE LIMIT AND SUBMIT THE PROPER WAIVER FORM TO THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST. MOTION PASSED.

2022 Population Estimate – Teri provided the Estimated 2022 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 April 1, 2022 population count is 1090; Lake Shore’s estimated population in 2021 was 1080; 2020 was 1050; 2019 was 1072 and the 2018 population estimate was 1067. Lake Shore’s April 1, 2022 household estimate is 486.

Resolution 2023-06-02 Accepting Grant Navigator Funding – The League of MN Cities created a pilot Grants Navigation Program in which LMC provides grants up to \$5000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application process. Lake Shore submitted an application for the grant and has been notified that it has been awarded \$5000. This will go toward the GMRPT grant application.

MOTION BY ANDY STEWART AND SECONDED BY WAYNE ANDERSON TO ADOPT RESOLUTION 2026-06-02 ACCEPTING GRANT NAVIGATOR FUNDING IN THE AMOUNT OF \$5000. MOTION PASSED.

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

Wastewater/Road Committee – Wayne Anderson said the committee met June 20th.

Confirm Fritz Loven Park Bridge Informational Meeting – Dave Reese said the hydraulics study has been completed and supplied to the city and to Cass County. The committee has set up a Fritz Love Park Bridge informational meeting for Thursday, July 6th at 6:00 p.m. at City Hall. Widseth will have a short presentation; then answer questions from the public.

Andy Stewart asked why the road is not being raised to alleviate the flooding of Stony Brook. Dave Reese said the road is being raised as it approaches the bridge in each direction. Andy thought it should be raised back to where it will not flood the road on the north side. The mayor asked if there would need approval from the MN Land Trust. Teri said she thinks this should be allowable, but it depends on what is being done, so we should work with the Land Trust.

Reed Wickstrom asked if the bridge has been checked and found stable. Dave Reese said that Cass County preformed the inspection and suggested that the bridge either be repaired or rebuilt and the city council agreed to check into options for replacing the bridge.

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

Park and Recreation Committee – Henry Cote was absent. The Park and Recreation committee met June 20th. Steve Sundstrom said that the sand in the playground area needs to be replaced with ADA compliant

material as required by the state, the project can be completed for under \$3,000. The fishing pier is in place after the flooding took it out this spring.

May Minutes – The May minutes were included for review.

Trail 77 – Teri said the city is seeking another grant from GMRPT for the completion of the Gull Lake Trail that would connect Lake Shore to Nisswa’s portion of the trail. She is working with Nisswa and Fairview Township on a ‘super application’ as all three entities have a small segment of trail to complete the Gull Lake Trail.

Resolution 2023-06-03 Approving Greater Minnesota Regional Park and Trails Commission Grant Application –

MOTION BY WAYNE ANDERSON AND SECONDED BY JOHN TERWILLIGER TO ADOPT RESOLUTION 2023-06-03 APPROVING GREATER MINNESOTA REGIONAL PARK AND TRAILS COMMISSION GRANT APPLICATION. MOTION PASSED.

Personnel – John Poston/Wayne Anderson – John Poston said the personnel committee recently met to discuss the Request for Proposal that was received for succession planning for organizational assessment.

Proposal For Organizational Assessment – The Personnel Committee created a Request for Proposal on succession planning and organizational assessment. One proposal was received from Flaherty and Hood, and the committee is recommending approval of the proposal for the cost not to exceed \$5,500 for the base services only. Wayne Anderson commented that the personnel committee was concerned with the scope of the base services. Teri confirmed with Flaherty and Hood that pages 8 & 9, which includes options A through F are included in the base services.

Teri pointed out that if the job descriptions are changed, the council may want to consider the option for reviewing point classifications to remain in compliance for pay equity. This report is required to submit to the state every three years.

MOTION BY WAYNE ANDERSON AND SECONDED BY ANDY STEWART TO APPROVE THE RFP FROM FLAHERTY & HOOD AS DESCRIBED IN THEIR PROPOSAL FOR SUCCESSION PLANNING AND ORGANIZATIONAL ASSESSMENT NOT TO EXCEED \$5,500 FOR THE BASE SERVICES ONLY. MOTION PASSED.

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

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

Steve Sundstrom asked if the CSAH 77 roundabout is going to be open for the July 4th weekend. Dave Reese said the project is on track for the completion date, it appeared that it may be done sooner, but there may be some items that are not on schedule.

Teri asked Dave to carry the message back to the persons that need to hear this, to say that ninety-nine percent of Lake Shore residents are impacted by the roundabout construction. It is not Nisswa residents; it is Lake Shore residents, and it is more than Grand View. This is a big weekend coming up. The mayor said that the detour being used can be dangerous. Dave Reese said that the project is on track for substantial completion as stated in the contract.

OLD BUSINESS – There was no old business.

NEW BUSINESS –

Release of Liability Agreement – Dan Hawley reported that this past winter a property owner experienced a sewer back up due to a faulty check valve within the city’s operating system. The backup caused extensive damage to the property owner’s guest cottage. The city staff notified the League of Minnesota Cities (city’s insurance carrier) which denied the claim because it was determined that there was not any negligence on the city’s part. After reviewing the issue with Mayor Poston and Council member Wayne Anderson; it was determined to pay half of the property owner’s deductible. The city attorney suggested a liability release agreement be approved by the City Council.

MOTION BY WAYNE ANDERSON, SECONDED BY JOHN TERWILLIGER TO APPROVE THE RELEASE OF LIABILITY AGREEMENT AS PRESENTED. MOTION PASSED.

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

MOTION BY WAYNE ANDERSON, SECONDED BY JOHN TERWILLIGER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF JUNE 26, 2023, AT 6:32. PM. MOTION PASSED.

Transcribed by Patti McDonald
Lake Shore City Clerk