

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

Mayor Andy Stewart called the January 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 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 Kevin Egan; Rick and Shari Steer; Darcy Peterson; Police Chief Steve Sundstrom; and Nancy Vogt, Pineandlakes Echo Journal Editor. A quorum was present, and the City Council was competent to conduct business.

APPROVAL OF MINUTES

MOTION BY WAYNE ANDERSON AND SECONDED BY JOHN TERWILLIGER TO APPROVE THE DECEMBER 18, 2023, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

REPORTS

Police Report – Officer Mike Heldt

Incident Report – In December 2023 there were 62 incidents in the city. There were 27 traffic-related incidents and 35 were miscellaneous department activity.

2023 Year-end Report – Police – There were a total of 1,005 incidents in 2023. This is a decrease from 2022 when we had 1,270 incidents. The decrease is mainly due to traffic related incidents. The department also participated in Toward Zero Deaths traffic enforcement with other agencies in Cass County.

In 2023, thefts and other property crimes continue to remain low. The department responded to 6 theft related calls, 9 reports of property damage, 5 assault complaints, 101 medicals, 62 residential or business alarms, 45 disorderly and disturbance complaints, 73 public assists, 37 reports of suspicious activity, 38 animal complaints, 53 property watch requests, and 40 agency assists.

Officers 54 traffic citations and responded to 31 vehicle crashes or vehicles off the road. There were no fatalities or serious injuries on our city streets.

The department responded to 1 structure fire in Lake Shore. There was also 1 grass fire, and one gas leak.

POST Board audited the police department in December and the department was compliant with all policies and training requirements.

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

Letter from MN Board of Peace Officer Standards & Training – The letter from POST Board was included indicating that they (POST) conducted a review at the Lake Shore Police Department; and found everything in compliance and passed the review.

Mayor's Report – Andy Stewart

2024 Appointments – The Council reviewed the draft appointment list.

MOTION BY HENRY COTE AND SECONDED BY WAYNE ANDERSON TO APPROVE THE 2024 APPOINTMENT LIST AS PRESENTED. MOTION PASSED.

Clerk/Treasurer's Report – Patti McDonald

Financials – MOTION BY JOHN TERWILLIGER AND SECONDED BY WAYNE ANDERSON TO APPROVE THE DECEMBER FINANCIALS AS PRESENTED (CLAIM NUMBERS 41527 THRU 41602, TRANSFER TRF17, AND NON-CHECK CLAIMS LISTED TO ATTACHED REPORT – TOTAL \$880,892.44). MOTION PASSED.

Pay Bills – MOTION BY JOHN TERWILLIGER AND SECONDED BY WAYNE ANDERSON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 41572 THRU 41636; AND CLAIMS 1298 THRU 1310 – TOTAL – \$221,295.72). MOTION PASSED.

Approval of Election Judges – The State of Minnesota Presidential Nominating Primary election is Tuesday, March 5, 2024. Five people have agreed to be an election judge for the City of Lake Shore. They are Shawn Hansen, Heidi Kraemer, Linda Halverson, Joan Quam, and Terry Frovik. These five are up to date on the required training. We need four people at city hall throughout the day. By appointing five people, this would allow for breaks, lunch, and replacement if someone were unable to be here.

MOTION BY WAYNE ANDERSON AND SECONDED BY JOHN TERWILLIGER TO APPOINT THE FIVE ELECTION JUDGES AS PRESENTED FOR THE MARCH 5, 2024 PRESIDENTIAL NOMINATING PRIMARY ELECTION. MOTION PASSED.

City Administrator/Planning & Zoning Administrator – Teri Hastings

Resolution 2024-01-01 – 2024 Fee Schedule – There were a few increases this year, which included the annual increase to the sewer connection fee. Teri compared Lake Shore's fee schedule with surrounding community's fees that showed the city was a little light in comparison which led to an increase in some permit fees.

MOTION BY JOHN TERWILLIGER AND SECONDED BY HENRY COTE TO ADOPT RESOLUTION 2024-01-01 THE 2024 FEE SCHEDULE AS PRESENTED. MOTION PASSED.

December Permit Summary and Year-end Report – Teri included the December permit summary for review.

The year-end summary for 2023 included 15 dwellings; 9 guest dwellings; 7 residential additions; 46 accessory structures; 35 decks/porches/patios; 18 septic systems; 21 grading/shoreline alteration/steps; 2 new commercial; 2 commercial additions/landscaping/patios; no home occupation and 16 short term rental permits for a total of 99 zoning permits for a valuation of \$13,118,825.

Wastewater/Road Committee – Wayne Anderson said the committee did not meet for the month of January.

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

Park and Recreation Committee – Henry Cote said the committee did not meet for the month of January.

Trail 77 – Teri said there is nothing new to report; although they are still exploring different options to lower the boardwalk price.

Personnel – Andy Stewart/Wayne Anderson – The committee didn't meet in the last month. The mayor asked Teri to share how many applications have been received for the City Clerk position, she said there have been

23 inquires received. with 12 of them being complete applications. We have been ranking them as they have come in and hoping to schedule interviews for the next couple weeks.

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

City Engineer – Widseth – Dave Reese referred to the 2023 summary that was included. They are continuing to work on the open projects.

2023 Engineering Summary – Dave provided the City Council with a year-end letter recapping the projects and services that Widseth provided for the city for the year 2023.

Andy Stewart asked if there has been any talk regarding Springside Drive. Dave said there has not. He also asked if the Fritz Loven Bridge will make it into the state bonding schedule this year. Dave explained the variance process that the city has to go through; then the plans would be finalized and forwarded to the que of bridge requests. He said it could be reviewed this year or even in 2025 or 2026.

OLD BUSINESS – There was no old business.

NEW BUSINESS –

Quote for Tree Removal – CSAH 77 – Teri reported that Kevin Egan has been spear heading this project. She did speak with the county engineer and Derrick said they are taking down two trees that appear to be hazard to the public, which will cost about \$1,300. She said Derrick indicated he would do a drive by this Thursday to see if there are other trees in that category for removal. One tree has fallen.

Kevin Egan gave a background of his reasoning behind why he has taken on this project. He said that when the county road was upgraded/redone in 2018, some of the trees were not going to make it through the disturbance. He said the idea is to remove the dead, diseased, or dangerous trees; then replant to establish new growth for a canopy. He said we have to determine who's responsibility it is to pay for the project between the city, county or even MN Power. He provided the city a quote from Mike's Tree Service for \$5,500.

Teri's staff report indicated the following: The city received a quote from Mike's Tree Service for \$5,500 to remove the dead, dying and hazardous trees along County 77 (west side from Sherwood North to just south of Pomeroy Lane). The city and county have received many calls regarding the trees from safety to unsightliness (skags). The county will be removing two leaning trees (safety concern) and a third dead tree came down in December. The City Council discussed tree removal and replanting during the budget meetings in the Fall of 2023.

In past discussions with the county, they indicated they did not have the funds for the removal and replanting of trees nor the staff for the work. The county will only remove trees if an imminent threat/hazard. The city does have \$18,000 budgeted for Contract Labor (special projects) some of which will be for the City Clerk transition. The other option would be to use funds from the public works department under maintenance. Teri has pictures of the trees that need removal from Fall of 2023 if anyone would like to review them.

MOTION BY JOHN TERWILLIGER AND SECONDED BY HENRY COTE TO APPROVE THE QUOTE FROM MIKE'S TREE SERVICE FOR UP TO \$5,500 TO REMOVE THE TREES AS PRESENTED WITH THE UNDERSTANDING THAT THE CITY WOULD CONFIRM WITH CASS COUNTY AND MINNESOTA POWER, WHETHER THEY WILL OR WILL NOT CONTRIBUTE TOWARDS TREE REMOVAL. MOTION PASSED.

City Council Appointment – The City received five letters of interest for the open city council position. Each letter from Rick Steer, Darcy Peterson, Vern Gevik, Sabastian Mesa, and Rachel Mesa, indicated their reasons and qualifications for their interest in serving on the Lake Shore City Council.

Rick Steer introduced himself and shared why he would like to serve the local community and feels he could add value to the team.

Darcy Peterson introduced herself and shared why she would like to serve the city. She said she pays attention to detail, and she has volunteered for projects organized by the City of Lake Shore.

MOTION BY HENRY COTE AND SECONDED BY ANDY STEWART TO APPOINT DARCY PETERSON TO THE OPEN CITY COUNCIL POSITION. MOTION PASSED.

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

MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO ADJOURN THE JANUARY 22, 2024, REGULAR CITY COUNCIL MEETING AT 6:27. PM. MOTION PASSED.

Transcribed by Patti McDonald
Lake Shore City Clerk