

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, February 22, 2021**  
**7:00 PM Lake Shore City Hall**

Mayor Krista Knudsen called the February 22, 2021 Regular City Council meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

**Roll Call:** Mayor Krista Knudsen. Council members present: Wayne Anderson, John Terwilliger, Doug Miller and Henry Cote. City Attorney Dan Hawley; City Engineer Dave Reese; Police Chief Steve Sundstrom and City Clerk Patti McDonald were present. There was one person in the audience Nancy Vogt, Pineandlakes Echo Journal Editor. City Administrator/Planning Zoning Administrator Teri Hastings was absent. A quorum was present and the City Council was competent to conduct business.

**APPROVAL OF MINUTES**

MOTION BY DOUG MILLER TO APPROVE THE JANUARY 25, 2021 REGULAR CITY COUNCIL MINUTES AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**REPORTS**

**Police Report** – Officer Steve Sundstrom

Incident Report – In January 2021 there were 77 incidents in the City. There were 46 traffic-related incidents and 31 were miscellaneous department activity.

**Mayor’s Report**– Krista Knudsen had nothing to report.

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

Financials – MOTION BY DOUG MILLER TO APPROVE THE JANUARY FINANCIALS AS PRESENTED (CLAIM NUMBERS 38915 THROUGH 38984 – TOTAL \$80,637.99). JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Pay Bills – MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 38946 THROUGH 39009 – TOTAL \$44,183.97). JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY. Check numbers 38946 through 38957 were payroll.

**City Administrator/Planning & Zoning Administrator** – Teri Hastings was absent.

January Permit Summary – Teri included the January permit summary for review.

**Wastewater/Road Committee** – Wayne Anderson said the committee didn’t meet for the month of February.

Resolution 2021-02-01 – Ordering Improvement and Preparation of Plans – A resolution to approve Widseth to move forward by ordering improvement and preparation of plans for the proposed improvement of Robinhood Way between the intersection with Little John to the northern end of the City maintained segment.

Doug Miller said that there are 6 of the 8 residents that feel the project should go through. Dave Reese said that it is ultimately up the City Council to move forward. He reminded the council that this is a petitioned project; to move forward the council has to approve on a 3/5<sup>th</sup> vote in favor.

Wayne Anderson heard Joe Re's comment regarding the fact that he would be in favor of the project if he could defer the lot that doesn't have a home on it and have the assessment paid when the lot sold or built on.

Dan Hawley commented that there are provisions in place by the state to defer an assessment if the party seeking deferment can prove it would be a hardship for senior, they are disabled, or for military persons. This would take place after the individual landowner files a petition contesting the assessment. He also said if the individual landowner is over sixty-five with certain limited income benchmarks, they would be allowed to apply for certain tax deferments through the county for their property taxes. These options are available to any landowner meeting the qualifications.

MOTION BY DOUG MILLER TO ADOPT RESOLUTION 2021-02-01 A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR ROBINHOOD WAY. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Proposal for Engineering Services – Robinhood Way – Widseth provided a proposal for engineering services for the 2021 Robinhood Way improvements for the design, bidding, and construction services. The proposed fees for the design and bidding phase are \$20,500; the proposed fees for the construction phase are \$19,500, for a total of \$40,000.

MOTION BY JOHN TERWILIGER TO APPROVE THE ENGINEERING SERVICES PROPOSAL FROM WIDSETH AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

**Park and Recreation Committee** – Henry Cote – The Park and Recreation committee met on February 16<sup>th</sup>. Henry said that the committee voted Todd Peterson as the chairperson. He summarized the meeting; they learned where the trail grant progression is to date, the dates for the Easter Egg Hunt (April 3) and the Emergency Services Appreciation Day (May 20) and the Fall Festival planning will start at a later date.

John Terwilliger asked if the Easter Egg Hunt is on. Steve Sundstrom said they are planning to hold the Easter Egg Hunt unless the rules for outside gatherings are changed.

Minutes from January 13, 2020 – The minutes from the last Park and Recreation meeting of January 13, 2020 were included for review.

**Environmental Committee** – Doug Miller reported that there was no meeting in February.

**Trail 77** –

Professional Services Proposal – Widseth - Teri's staff report indicated that last month the city entered into a joint services agreement with the City of Nisswa for the Gull Lake Trail. The proposal for engineering services that was discussed last month includes the final design and construction phase.

Dave Reese reported that the City of Nisswa approved the proposal; with the bidding and construction phase services to be adopted at a later date. Widseth revised the Professional Services Proposal to reflect the change.

MOTION BY DOUG MILLER TO APPROVE THE PROFESSIONAL SERVICES PROPOSAL FROM WIDSETH AS REVISED ACCORDING TO THE CITY OF NISSWA'S ADOPTED PROPOSAL AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

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

**City Engineer** – Widseth – Dave Reese nothing more to add.

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

**NEW BUSINESS** – There was no new business.

**ANNOUNCEMENTS/PUBLIC FORUM** –

Broadband Update – Kathy Moore submitted an update on Broadband for review. Steve Sundstrom summarized the report.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 22, 2021 AT 7:20 PM. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk