

MINUTES
Regular Meeting of Lake Shore City Council
Monday, July 25, 2022
6:00 PM Lake Shore City Hall

Mayor Krista Knudsen called the July 25, 2022, Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Attendance: Mayor Krista Knudsen; Council Members: Henry Cote, John Terwilliger and Wayne Anderson. City Attorney Dan Hawley; City Engineer Dave Reese; City Administrator/Planning Zoning Administrator Teri Hastings; Police Chief Steve Sundstrom; Police Sergeant Mike Heldt; and City Clerk Patti McDonald were present. Council member Doug Miller was absent. The audience included Nancy Vogt Echo Journal Editor and Emma Clarke from Widseth. A quorum was present, and the City Council was competent to conduct business.

PUBLIC HEARING: Golf Cart Ordinance

Resolution 2022-07-01 – Adopting Ordinance 2022-02 Pertaining to Golf Carts. Teri shared that the ordinance was discussed at the Park and Recreation committee before bringing forward the idea of a golf cart ordinance. The proposed ordinance mirrors Nisswa’s Golf Cart Ordinance. The Cass County Administrator Josh Stevenson and his staff (sheriff, highway engineer and county attorney) reviewed the proposed ordinance and requested a few changes that were acceptable to Lake Shore. The feedback from the community has been positive. No fee has been set yet for the license. Dan Hawley said legally speaking, the city can permit golf cart traffic on city streets; but it cannot permit golf cart traffic on Cass County highways. Cass County will then pass its own ordinance authorizing travel on Cass County highways pursuant to this ordinance. Lake Shore will essentially be the permitting authority for both Cass County (within the city) and the City.

MOTION BY WAYNE ANDERSON TO ADOPT RESOLUTION 2022-07-01, A RESOLUTION CREATING AN ORDINANCE REGULATING GOLF CARTS WITHIN THE CITY LIMITS OF LAKE SHORE. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Ordinance Summary 2022-02 – The ordinance summary will be published in the Pineandlakes Echo Journal.

MOTION BY JOHN TERWILLIGER TO APPROVE THE PUBLICATION OF ORDINANCE SUMMARY 2022-02 – AN ORDINANCE REGULATING GOLF CARTS WITHIN THE CITY LIMITS OF LAKE SHORE. HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES

MOTION BY JOHN TERWILLIGER TO APPROVE THE JUNE 27, 2022, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

REPORTS

Police Report – Sergeant Mike Heldt

Incident Report – In June 2022 there were 128 incidents in the city. There were 75 traffic-related incidents and 53 were miscellaneous department activity.

Mayor’s Report – Krista Knudsen reported that her and Teri attended the Nisswa Fire Department relief fund meeting where it was unanimously approved to increase the contributions to the relief fund, which have not been increased for 10 years. This will be reviewed on a yearly basis.

Clerk/Treasurer's Report – Patti McDonald

Financials – MOTION BY JOHN TERWILLIGER TO APPROVE THE JUNE FINANCIALS AS PRESENTED (CLAIM NUMBERS 40171 THRU 40272 AND NON-CHECK CLAIMS LISTED TO ATTACHED REPORT – TOTAL \$184,003.73). HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Pay Bills – MOTION BY JOHN TERWILLIGER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 40242 THRU 40312; AND CLAIMS 1096 THRU 1107 – TOTAL – \$91,201.60). WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Approval of Election Judges – The State of Minnesota primary election is August 9, 2022. Nine people have completed the required training to be an election judge for the City of Lake Shore. Patti recommended that the City Council appoint the following six election judges: Shawn Hansen – Head Election Judge; and Linda Halverson, Joan Quam, Terry Frovik, Heidi Kraemer, and Robert Toborg as Election Judges. The remaining three qualified judges can be used in other precincts in case their needed to keep party balance. We may need them in case of an emergency as well.

MOTION BY JOHN TERWILLIGER TO APPROVE THE ELECTION JUDGES AS PRESENTED FOR THE 2022 MN PRIMARY ELECTION. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

City Administrator/Planning & Zoning Administrator – Teri Hastings

April Minutes and June Permit Summary Report – Teri included the April Board of Adjustment minutes and June permit summary for review.

Wastewater/Road Committee – Wayne Anderson said the committee met on July 19th.

Pay Estimate – Anderson Brothers – Partial Pay Estimate #1 was received from Anderson Brothers Construction in the amount of \$433,792.14 for work completed so far for the 2022 Street and Wastewater Improvement. Emma Clarke said the project is 75% complete; the wastewater improvement is not complete and waiting for parts to arrive.

MOTION BY HENRY COTE TO APPROVE PAYMENT TO ANDERSON BROTHERS CONSTRUCTION IN THE AMOUNT OF \$433,792.14 FOR WORK COMPLETED ON THE 2022 STREET AND WASTEWATER IMPROVEMENT. WAYNE ANDERSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Change Order No. 1 – Anderson Brothers – Emma reported that there was discussion at the committee level to move the completion date out for the wastewater project due to the backorder of the parts needed to complete the project.

MOTION BY JOHN TERWILLIGER TO APPROVE CHANGE ORDER NO. 1 FROM ANDERSON BROTHERS CONSTRUCTION FOR THE 2022 STREET AND WASTEWATER IMPROVEMENT AS PRESENTED. HENRY COTE SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

April Minutes – The April minutes were included for review.

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

Trail 77 – Teri said she the archaeological study report was received, and she is in the process of reviewing the document.

Personnel – Krista Knudsen/Doug Miller – The personnel committee will meet tomorrow, July 26th to perform annual staff evaluations.

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

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

OLD BUSINESS – There was no old business.

NEW BUSINESS –

Resolution 2022-07-02 Authorizing Gambling Premises Permit at Sherwood North for Confidence Learning Center – The Confidence Learning Center requested the Lake Shore City Council to adopt a resolution to allow pull-tabs on their behalf at Sherwood North.

MOTION BY WAYNE ANDERSON TO ADOPT RESOLUTION 2022-07-02 TO THE CONFIDENCE LEARNING CENTER TO SELL PULL-TABS AT SHERWOOD NORTH. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY

Resolution 2022-07-03 Authorizing Gambling Premises Permit at Cowboy’s for Confidence Learning Center – The Confidence Learning Center requested the Lake Shore City Council to adopt a resolution to allow pull-tabs on their behalf at Cowboy’s.

MOTION BY JOHN TERWILLIGER TO ADOPT RESOLUTION 2022-07-03 TO THE CONFIDENCE LEARNING CENTER TO SELL PULL-TABS AT COWBOY’S. HENRY COTE SECONDED THE MOTION. MOTION PASSED. Krista recused herself from the vote as she is the owner of Cowboy’s.

Quote for Replacement of Network Equipment – City Hall – Recently, the city completed its annual renewal for liability insurance. Cyber coverage was recently added as an option last year in our renewal, this year the city could opt to increase its coverage, but LMC did indicate that there will be additional loss control protocols for securing higher limits in the future. The city (not including the police department) works with On Systems for our IT services. Teri reviewed the cyber protocols with On Systems and there was one area of immediate concern, and it deals with our network router and switch which are outdated and no longer supported. The email note that Teri received from Jon Melberg of On Systems was attached explaining the reason they provided two quotes for replacement of the network equipment. Due to the supply chain issues, the city will incur the cost in 2023 so it can be budgeted appropriately.

Dave Reese suggested that he can ask the Widseth IT department to look at the quotes to help determine which system would be more beneficial to the city. Teri said this could be worked into the 2023 budget when she hears back from Dave.

ANNOUNCEMENTS/PUBLIC FORUM –

State Primary Election is Tuesday, August 9, 2022, from 7:00 a.m. to 8:00 p.m. at City Hall.

MOTION BY HENRY COTE TO ADJOURN THE JULY 25, 2022, REGULAR CITY COUNCIL MEETING AT 6:19 PM. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald
Lake Shore City Clerk