

MINUTES
Regular Meeting of Lake Shore City Council
Monday, August 27, 2012
7:00 PM Lake Shore City Hall

Mayor John Terwilliger called the August 27, 2012 Regular City Council meeting to order at 7:00 p.m. The pledge of allegiance was recited.

Roll Call: Mayor John Terwilliger. Council Members present: John Bukovich, Susan Amacher, Doug Miller and John Poston. City Attorney Steve Qualley; City Engineer Dave Reese; City Administrator/Planning and Zoning Administrator Teri Hastings; Police Chief Steve Sundstrom; Public Works Jim Thomes and City Clerk Patti McDonald were present. There were 6 people in the audience.

APPROVAL OF MINUTES

MOTION BY DOUG MILLER TO APPROVE THE REGULAR CITY COUNCIL MEETING OF JULY 23, 2012 MINUTES AS PRESENTED. JOHN POSTON SECONDED THE MOTION. MOTION PASSED.

REPORTS

Police/Fire Report – Chief Steve Sundstrom

Incident Report – From July 23, 2012 to August 26, 2012 there were 239 incidents in the city. There were 122 traffic-related incidents and 117 were miscellaneous department activity.

Mayor's Report– John Terwilliger

Clerk/Treasurer's Report – Patti McDonald

MOTION BY JOHN POSTON TO APPROVE THE FINANCIALS AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

City Administrator/Planning & Zoning Administrator – Teri Hastings

Change December City Council Meeting – The regular December 2012 City Council meeting falls on Monday, December 24th which is Christmas Eve. Teri recommends that the City Council meeting be re-scheduled to Monday, December 17th at 7:00 p.m. In addition, the City Council has in years past allowed city hall to close on Christmas Eve with city staff using a vacation day or comp time since it is not an official holiday. The City Council agreed to close city hall on Christmas Eve with city staff using a vacation day or comp time.

MOTION BY DOUG MILLER TO RESCHEDULE THE DECEMBER COUNCIL MEETING TO MONDAY, DECEMBER 17, 2012. SUSAN AMACHER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Local Board of Review – The city received a letter from Mark Peterson, Cass County Assessor regarding the Board of Review. The city can opt out of holding the Board of Review and the county will provide an alternative review option for the Lake Shore property owners. If the city decides to continue with the Board of Review we do need to have at a minimum of one member of the council certified. John Terwilliger is certified until the end of 2012 and Susan Amacher is certified until 2014. There are classes offered if any council member is interested to become certified. John Poston and Doug Miller are interested in taking the Board of Review training.

MOTION BY SUSAN AMACHER TO HOLD THE BOARD OF REVIEW AT LAKE SHORE CITY HALL. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

July EDC Activity Report – The EDC activity report was included for review. The Mayor suggested that if any council members can attend the EDC 2012 annual meeting is Thursday, September 27th with social hour beginning at 5:00 p.m. The tickets are \$15.00 each and it is at Northern Lights Casino.

July Minutes & Permit Summary – Teri included the July minutes permit summary for review

Wastewater/Road Committee – John Bukovich referred to Jim Thomes for the report.

Pay Request #1 – Anderson Brothers – Anderson Brothers submitted Partial Payment Estimate Number 1 in the amount of \$177,389.69 with the standard 5% retainage, which is \$9,336.30.

MOTION BY JOHN BUKOVICH TO APPROVE THE ANDERSON BROTHERS PAY ESTIMATE #1 IN THE AMOUNT OF \$177,389.69. JOHN POSTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Nottingham Road – Sullivan Request – Mr. Sullivan, a resident on Nottingham Road, asked the committee if he could add more crushed black top at his expense.

MOTION BY DOUG MILLER TO ALLOW MR. SULLIVAN TO ADD CRUSHED BLACK TOP TO NOTTINGHAM ROAD AT HIS EXPENSE. JOHN POSTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Balsam Road – The curb that was approved at the July City Council meeting on Balsam Road was unfortunately put on the wrong side to fix a drainage issue. Since the mistake the curb has been put in the correct placement and the resident that had the issue is satisfied.

July Minutes – The July minutes were included for review. Jim said Class 1 has been put on the gravel roads as approved at the July City Council meeting.

Park and Recreation Committee – John Poston said the committee didn't meet in August.

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

Personnel – John Terwilliger/Susan Amacher

Annual Reviews – Teri Hastings and Patti McDonald – Susan Amacher reported that the personnel committee met with Teri Hastings and Patti McDonald for their annual review. Doug Miller asked about Teri receiving more vacation; she has reached the maximum allowed by policy.

MOTION BY SUSAN AMACHER TO APPROVE PATTI MCDONALD'S REVIEW AND GRANT HER AN ADDITIONAL 12 HOURS OF VACATION AS SHE IS AT THE TOP OF HER STEP PAY SCALE. JOHN POSTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

City Attorney – Gammello, Qualley & Pearson – Steve Qualley had nothing to report.

City Engineer – Widseth Smith Nolting – Dave Reese thanked Jim for allowing him go with him on sewer inspections so he could obtain his SSTS inspector license.

OLD BUSINESS – There was no old business.

NEW BUSINESS - There was no new business.

ANNOUNCEMENTS/PUBLIC FORUM – Krista Knutson introduced herself and announced she filed to run for city council.

MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 30778 THROUGH 30905 - TOTAL \$85,294.34). SUSAN AMACHER SECONDED THE MOTION. MOTION PASSED.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF AUGUST 27, 2012 AT 7:15 PM. SUSAN AMACHER SECONDED THE MOTION. MOTION PASSED.

Transcribed by Patti McDonald
Lake Shore City Clerk