

MINUTES
Regular Meeting of Lake Shore City Council
Monday, December 23, 2013
7:00 PM Lake Shore City Hall

Mayor John Terwilliger called the November 25, 2013 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: Susan Amacher, John Poston, Krista Knudsen and Doug Miller. 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 JOHN POSTON TO APPROVE THE NOVEMBER 25, 2013 REGULAR CITY COUNCIL MINUTES AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

REPORTS

Police/Fire Report – Chief Steve Sundstrom

Incident Report – From November 25, 2013 to December 22, 2013 there were 72 incidents in the City. There were 35 traffic-related incidents and 37 were miscellaneous department activity.

Mayor's Report– John Terwilliger read a letter from the Red Cross stating they are announcing their call for 'Heroes Award' nominations. Chief Sundstrom will recommend the people that helped Councilman Doug Miller's wife a couple months ago at Zorbaz.

Clerk/Treasurer's Report – Patti McDonald

Financials – MOTION BY DOUG MILLER TO APPROVE THE FINANCIALS AS SUBMITTED. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

City Administrator/Planning & Zoning Administrator – Teri Hastings

Discuss and Approve 2014 Levy – The council is required to gather input and allow comments on the proposed levy and budget. The total 2014 levy is \$797,872.00, a 3.9% increase from 2013. Teri said that the city had to estimate \$2,835.00 in sales tax savings in 2014. Doug said the levy is less than it was in 2010 and 2011.

Discuss and Approve 2014 Budget – The total 2013 budget is \$858,353.00

MOTION BY JOHN POSTON TO ADOPT THE 2014 PROPERTY TAX LEVY OF \$797,872.00. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY JOHN POSTON TO ADOPT THE 2014 CITY BUDGET AT \$858,353.00. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

A 2 % cost of living adjustment for full-time city staff was included in the budget.

MOTION BY JOHN POSTON TO APPROVE THE 2% BUDGETED COST OF LIVING ADJUSTMENT FOR FULL-TIME CITY STAFF. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Donation Requests – There are two donation requests that the city has donated to in the past. Cass County Economic Development Corporation is seeking \$1,000.00. The Crisis Line and Referral Service didn't specify an amount; however, in the past the city has donated up to \$500.00. There is \$470.00 left in the budget for donations.

MOTION BY JOHN POSTON TO DONATE \$1,000.00 TO THE CASS COUNTY ECONOMIC DEVELOPMENT CORPORATION. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY JOHN POSTON TO DONATE \$300.00 TO THE CRISIS LINE AND REFERRAL SERVICE. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Alternate Appointment to Planning Commission – Eric Peterson submitted an application requesting to be considered as an alternate for the Board of Adjustment/Planning and Zoning Commission.

MOTION BY JOHN POSTON TO APPOINT ERIC PETERSON AS AN ALTERNATE FOR THE LAKE SHORE BOARD OF ADJUSTMENT/PLANNING AND ZONING COMMISSION. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Receipt of LMCIT Dividend – The League of Minnesota Cities Insurance Trust property/casualty program had another successful year and the City received a dividend check for \$1,976.00.

Cass County EDC Activity Report – The EDC Activity Report was included for review.

October Permit Summary – The October permit summary was included for review.

Wastewater/Road Committee – John Poston said the committee didn't meet in December. The Mayor said that the city roads are pretty bumpy. Jim Thomes said that Rardin will be out with the grader next week.

Park and Recreation Committee – Krista Knudsen said the committee didn't meet in December.

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

Contract w/ MN Native Landscape (Shoreline Buffer Project) – In 2011, a shoreline buffer was planted in Fritz Loven Park along Stony Brook. The project was planted by volunteers and the MN Conservation Corps. For the past two years, the turf grass and reed canary grass have been invading despite weeding. Beth Hippert (Crow Wing Soil Water Conservation District) has developed a plan to rid the invasive grasses along with updating the buffer with pathways for better accessibility to the fishing pier and stream. Additional plantings along with a split rail fence are also planned. The project includes hiring Minnesota Native Landscapes to manage the buffer as outlined in the attached project/maintenance plan. The proposed plan is in cooperation with the DNR and GCOLA (Gull Chain of Lakes). The plan includes GCOLA covering the costs of hiring Minnesota Native Landscapes; however, GCOLA has requested the city enter into a contract with Minnesota Native Landscapes since it is a city owned property. GCOLA will then reimburse the city for that portion of the project (\$4,320). Crow Wing Soil & Water Conservation District will pay for the plants (\$970.50) and Lake Shore has been requested to pay for the materials and the MCC crew at a cost of \$2755. A grant has been submitted for Clean Water Legacy funds to the Minnesota Conservation Corps to fund the MCC crew - \$1,400. In addition, volunteers may also be used to help in lowering the cost.

The grant that was submitted to the Minnesota Conservation Corps did include utilizing the crew to help with weeding and additional planting on the Sherwood Forest Rain Gardens as well.

In addition, the DNR Fisheries is developing a plan to help with stream bank erosion and to create additional fish habitat near the fishing pier. This project will be tied in with the Stony Brook shoreline restoration work. The DNR is funding this portion of the project.

Teri said that \$2,755.00 is the maximum cost to the City if the grant is not awarded.

MOTION BY JOHN POSTON TO APPROVE \$2,755.00 FOR THE SHORELINE RESTORATION PROJECT AND ENTER INTO A CONTRACT AGREEMENT WITH THE MINNESOTA NATIVE LANDSCAPES TO MAINTAIN THE PROJECT. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Trail 77 Team – John Poston/Susan Amacher – John Poston said that the Region 5 commission will help the city apply for a Federal Transportation Alternative Program Grant.

Personnel – John Terwilliger/Susan Amacher - No personnel business for December.

City Attorney – Gammello, Qualley, Pearson & Mallak – Steve Qualley said as the year comes to an end the city isn't a party to or involved in any law suits.

City Engineer – Widseth Smith Nolting –Dave Reese said that they are moving forward with the 2014 road improvements including 72nd Street.

OLD BUSINESS – There was no old business.

NEW BUSINESS – There was no new business.

ANNOUNCEMENTS/PUBLIC FORUM – Leadership Conference for Experienced Officials – January 31st and February 1st in Brooklyn Center. Susan said that when she attended at Grand View last year it was one of the most pointed conferences for council members.

The Mayor recognized Dave Baldwin and Mark Nelson for six years of service on the Board of Adjustment/Planning Commission.

MOTION BY JOHN POSTON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 32096 THROUGH 32147 - TOTAL \$25,771.34). DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF DECEMBER 23, 2013 AT 7:23 PM. JOHN POSTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald
Lake Shore City Clerk