

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, November 24, 2014**  
**7:00 PM Lake Shore City Hall**

Mayor John Terwilliger called the November 24, 2014 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 Engineer Mark Hallan; City Administrator/Planning and Zoning Administrator Teri Hastings; Police Chief Steve Sundstrom and City Clerk Patti McDonald were present. City Attorney Steve Qualley was absent. There were 3 people in the audience.

**APPROVAL OF MINUTES**

MOTION BY JOHN POSTON TO APPROVE THE OCTOBER 27, 2014 REGULAR CITY COUNCIL MINUTES AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO APPROVE THE SPECIAL COUNCIL MEETING MINUTES OF NOVEMBER 12, 2014 TO CANVASS THE NOVEMBER GENERAL ELECTION AS PRESENTED. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**REPORTS**

**Police/Fire Report** – Chief Steve Sundstrom

Incident Report - From October 27, 2014 to November 23, 2014 there were 75 incidents in the City. There were 34 traffic-related incidents and 41 were miscellaneous department activity.

**Mayor's Report**– John Terwilliger

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

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

**City Administrator/Planning & Zoning Administrator** – Teri Hastings

Ordinance Amendment – Private Wastewater Disposal – The city is required to adopt an SSTS (Subsurface Treatment System) ordinance that is at least as stringent as the county's ordinance if the city is to have an SSTS program. The Planning Commission held a public hearing on this matter at their November meeting and recommended that the City Council adopt the amendment.

MOTION BY DOUG MILLER TO ADOPT THE AMENDMENT TO ORDINANCE NO. 2014-03, FIRST SERIES, AN ORDINANCE AMENDING THE CITY CODE AS IT RELATES TO PRIVATE WASTEWATER TREATMENT FOR THE CITY OF LAKE SHORE. SUSAN AMACHER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO PUBLISH A SUMMARY OF ORDINANCE AMENDMENT NO 2014-03 IN THE PINEANDLAKES ECHO JOURNAL. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Holiday Schedule – Employees are requesting to close City Hall on Christmas Eve, December 26 and New Year's Eve. These are typically not high volume days (with the public) for city hall and feel there should be

little disruption for the public. Notices will be posted at city hall of the closure and on the city website. Employees would use vacation time for these days.

**MOTION BY JOHN POSTON TO APPROVE THE HOLIDAY SCHEDULE TO CLOSE CITY HALL REQUEST AS PRESENTED. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

Cass County EDC Activity Report – Gail Levenson was unable to provide the Cass County EDC report before the council meeting.

September Minutes and October Permit Summary – Teri included the September minutes and October permit summary for review.

**Wastewater/Road Committee** – John Poston said the Wastewater/Road committee didn't meet in the month of November.

Appointment of Gene Hagen – Gene Hagen submitted an application requesting to be considered for the Lake Shore Wastewater/Road Committee.

**MOTION BY JOHN POSTON TO APPOINT GENE HAGEN TO THE LAKE SHORE WASTEWATER/ROAD COMMITTEE. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

Snow Removal Maintenance Quotes – The city advertised for snow removal maintenance. There was only one quote received from Rardin Excavating.

**MOTION BY JOHN POSTON TO ACCEPT THE QUOTE FOR SNOW REMOVAL FROM RARDIN EXCAVATING. SUSAN AMACHER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

Contract Renewal for Wastewater Services w/ Pine River Area Sanitary District (PRASD) – The Pine River Sanitary District has submitted a proposed contract for a 3 year term at a rate of \$1,450.00 per month. The previous contract was a temporary contract. To date, the services and staff of the PRASD have been great. The contract is being reviewed by the City Attorney.

**MOTION BY JOHN POSTON TO ACCEPT THE CONTRACTED SERVICES OF THE PINE RIVER SANITARY DISTRICT AT \$1,450.00 PER MONTH AS PRESENTED AND APPROVED BY THE CITY ATTORNEY. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

Wastewater Monthly Report – Lee Bundy – The operations report for the month of October was included for review.

**Park and Recreation Committee** – Krista Knudsen said the committee will not meet during the winter months. John Terwilliger said the snowmobile club is in the process of purchasing a groomer with tracks and may be able to groom the ski trails in the future.

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

**Trail 77 Team** – John Poston/Susan Amacher – There was nothing to report regarding the trail. The archeological dig along County Road 77 is complete. They will send Teri pictures of what they have found. There will be an official report provided.

**Personnel** – John Terwilliger/Susan Amacher –

Request by Teri Hastings to Carry Over Vacation – Teri asked permission to carry over 8 hours of vacation time to be used the first week of January.

MOTION BY KRISTA KNUDSEN TO ALLOW TERI HASTINGS TO CARRY OVER 8 HOURS OF VACATION TIME TO BE USED THE FIRST WEEK OF JANUARY. JOHN POSTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**City Attorney** – Gammello, Qualley, Pearson & Mallak – Steve Qualley was absent.

**City Engineer** – Widseth Smith Nolting – Mark Hallan said Dave Reese will attend the December 22<sup>nd</sup> meeting.

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

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

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

MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 33009 THROUGH 33099 – TOTAL \$36,879.02). JOHN POSTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY SUSAN AMACHER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF NOVEMBER 24, 2014 AT 7:16 PM. KRISTA KNUDSON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk