

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, January 26, 2015**  
**7:00 PM Lake Shore City Hall**

Mayor John Poston called the January 26, 2015 Regular City Council meeting to order at 7:00 p.m. The pledge of allegiance was recited.

**Roll Call:** Mayor John Poston. Council Members present: John Terwilliger, 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 and City Clerk Patti McDonald were present. There were 6 people in the audience. Earl North joined the council after he was appointed to the open council position.

**APPROVAL OF MINUTES**

MOTION BY KRISTA KNUDSEN TO APPROVE THE DECEMBER 22, 2014 REGULAR CITY COUNCIL MINUTES AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED.

**REPORTS**

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

Incident Report - From December 22, 2014 to January 25, 2015 there were 104 incidents in the City. There were 47 traffic-related incidents and 57 were miscellaneous department activity.

2014 Year End Report – There were a total of 1,542 incidents in 2014. That is a slight decrease from 2013 when we had 1,690 incidents. The decrease was mainly due to less traffic related violations. A copy of the complete details report is on file in the police department.

In 2014, burglary and property crimes continue to remain low. The department responded to 5 burglaries, 18 theft related calls, 64 medicals, 87 residential or business alarms, 72 disorderly and disturbance type complaints, and 82 public assists. There were no structure fires.

The city had no fatalities or serious injuries on city roads. The department arrested 13 drivers for DWI and issued 167 traffic citations. The department responded to 28 vehicle crashes and 12 vehicles in the ditch. They issued 107 speed citations and warned 538 motorists for traffic violations. There were 18 citations issued for (AIS) Aquatic Invasive Species violations. The department made a combined total of 30 arrests for various offenses.

The department participated with Cass County in *TZD (Toward Zero Deaths)* enforcement throughout 2014. The department contracted with Zorbaz to provide an additional officer stationed at Zorbaz during the summer weekends. The department contracted with GCOLA providing an officer at the DNR boat access on select dates throughout the boating season.

Acceptance of Donation – The Police Department received a thank you card and donation of \$500 from Brenda Reed. The Chief responded a call to Causeway in an attempt to save Brenda's husband's life. She commented that his compassion and professionalism was comforting and will never be forgotten. She included a \$500 donation. Steve said the funds will be used for medical equipment for the squad cars; or possibly a blood pressure cuff for city hall.

MOTION BY KRISTA KNUDSEN TO ACCEPT THE DONATION OF \$500 TO THE LAKE SHORE POLICE DEPARTMENT FROM BRENDA REED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED.

Nisswa Volunteer Fire Department 2014 Report – Chief Richard Geike said the Nisswa Volunteer Fire Department also received a donation from Brenda Reed. He said that in the last two years the department started responding to medical calls. He said during the last year the department has worked on lowering the ISO rating and were successful in dropping it down to a 7 from an 8 as of February 1, 2015.

Richard reviewed the 2014 annual report. He explained the different events they run to raise funds for the department. They recently used the funds to purchase the Polaris Ranger side by side with tracks. He said they received a \$100,000 FEMA grant to purchase new air packs.

The fire fighters spent 2,353 hours in training for 2014, which is reimbursed by the state at a rate \$105 per fire fighter. They bring someone into train almost once a month. He asked if the Lake Shore City Council would appreciate a monthly report. The Mayor said that if he is preparing a monthly report the council would accept that. Chief Sundstrom said they work well together and he does report the calls each month on his report. Of the 64 reported medical calls on the Lake Shore annual report the Nisswa FD responded to 54; 47 medicals of which Richard responded to 45 of the calls. He said on an average there are 3 fire fighters responding. Richard will have the department send the monthly report.

The Mayor said he received a note of appreciation for Mike's service and professionalism on a recent call.

**Mayor's Report**– John Poston said the past mayor has done a wonderful job the past 10 years as the leader and Mayor. He presented John Terwilliger with a plaque thanking him for his 10 years of service.

Appointments for 2015 – Mayor Poston said there is an open council position. There were letters of interest received from 3 highly qualified candidates; they all serve on various committee's for the city. He said Earl has been involved in the city longer than all the candidates and feels he will do a fantastic job as a council member. The Mayor is recommending that Earl North be appointed to the open city council position.

MOTION BY JOHN TERWILLIGER TO APPOINT EARL NORTH TO THE OPEN CITY COUNCIL POSITION. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED.

Mayor Poston reviewed the balance of the changes for appointments for 2015. The Mayor suggested appointing Earl North as the liaison to the Planning Commission and the Personnel Committee. Ron Faust was asked to stay on the Environmental Committee as an alternate. Doug Miller asked if he could stay on the regular committee. Teri said typically the person going off the committee after 6 years of service can be appointed as an alternate; they can apply for a committee position after one year per the cities ordinance. There are open seats on all of the committees.

MOTION BY DOUG MILLER TO APPROVE THE APPOINTMENT DESIGNATIONS FOR 2015 AS PRESENTED, WHICH WILL BE POSTED AT CITY HALL. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**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

Resolution Setting Fees for the City – There are three changes to the fee schedule; there is now a minimum fee of \$550 for new commercial buildings; a \$50 fee for shoreline alteration and a \$25 fee for steps/sidewalk to the lake.

MOTION BY DOUG MILLER TO APPROVE RESOLUTION NUMBER 2015-01-02 SETTING FEES FOR THE CITY. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Cass County EDC Activity Report – The December/Annual Cass County EDC report was included for review.

December Minutes and Permit Summary / 2014 Year End Report – Teri provided the December minutes and permit summary for review.

The year-end summary for 2014 included 7 dwellings; 0 relocation of dwellings; 7 residential additions; 25 accessory structures; 11 decks/porches/patios; 10 septic systems, plus one city sewer connection; 2 grading, 2 new commercial; 7 commercial additions; 0 signs and 1 camping for a total of 42 zoning permits for a valuation of \$4,255,710.

**Wastewater/Road Committee** – John Terwilliger said the committee didn't meet in January. The roads have been good so far this winter. The wastewater/sewer control panel at Baywood Townhomes was damaged by a car going off the road; the driver was subsequently charged with a DUI. The damage will be referred to the county attorney for restitution. Earl North asked if this could be repaid by in-kind or community service. Steve Qualley said it would be condition of the person's probation.

December Wastewater Operations Report – Lee Bundy provided the operations report for the month of December for review.

**Park and Recreation Committee** – Krista Knudsen said there was no meeting in January.

**Environmental Committee** – Doug Miller said the Environmental Committee met last week.

Shoreline Habitat Program – Doug said Ron Faust has been working closely with Heather Baird with the DNR to provide and pay for shoreline restoration for with grant money. There are no grant funds available this year from the DNR and Ron suggested that the funds that are set aside in the Environmental Fund could be used to keep the Shoreline Restoration program moving forward. These would be 50% matching funds up to \$5,000. To clarify, this is not for landscaping; this is specifically for shoreline restoration.

Prior approval of the project plans from Heather Baird, DNR Shoreline Habitat Specialist would be required. Only native species grown within 200 miles of this area may be used. Lake Shore will reimburse 50% of the cost of professional work completed, up to a maximum of \$5,000. The homeowner will be paid directly after the work is completed and a paid receipt has been submitted. Only Lake Shore residents are eligible. Teri said that this is actually an action item in the Lake Margaret Overlay.

MOTION BY DOUG MILLER TO ALLOCATE \$10,000.00 FROM THE ENVIRONMENTAL CAPITAL FUND TO THE SHORELINE HABITAT PROGRAM AS PRESENTED. KRISTA KNUDSEN SECONDED THE MOTION.

There was one application received from Lowell Naley expressing an interest in being appointed to the Environmental Committee.

MOTION BY KRISTA KNUDSEN TO APPOINT LOWELL NALEY TO THE ENVIRONMENTAL COMMITTEE. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

October Minutes – The October Environmental Committee meeting minutes were included for review.

**Trail 77 Team** – John Poston said there was no meeting/news on Trail 77.

**Personnel** – John Poston/Earl North – John Poston said there was no personnel business for January.

**City Attorney** – Gammello, Qualley, Pearson & Mallak – Steve Qualley said they sent their annual letter to the city's auditor reporting the city is not a party to any law suits.

**City Engineer** – Widseth Smith Nolting – Dave Reese provided the 2014 annual recap for the council to review. He thanked the Council for reappointing their firm to represent the city.

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

**NEW BUSINESS** - John Terwilliger said that he is interested in renting city hall to have a firearm sale. There is no fee set to rent the facility. Teri said the last group to rent city hall was the Lutheran Church before the church was built. Cindy Terwilliger said that she was told that if the 4-H ever wanted to use city hall they just had to ask. The Mayor said that he would like to have city hall available for local non-profits. Earl North said that local non-profits should be able to use city hall; however, if they are using it to generate revenue profit, the city could establish a fee for the use. The Mayor said he and Teri could check what other cities are doing and follow up next month.

**ANNOUNCEMENTS/PUBLIC FORUM**

Nisswa Lake Park & Recreation Area Open House – Thurs. February 5<sup>th</sup> from 4:30 to 7:30 p.m. – The Mayor said they have three versions and are seeking public input.

MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 33167 THROUGH 33259 – TOTAL \$36,221.64). KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF JANUARY 26, 2015 AT 7:42 PM. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk