

MINUTES
Regular Meeting of Lake Shore City Council
Monday, April 27, 2015
7:00 PM Lake Shore City Hall

Mayor John Poston called the April 27, 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: Earl North, 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 5 people in the audience.

PRESENTATION & ADOPTION OF 2014 AUDIT – Judi Moravec from Mathias C. Justin CPA’s presented the 2014 City Audit report and her findings show the City is in good financial position. She went through the management letter prepared with the audit, which included Internal Control/Segregation of Duties; Net Operating Losses Occurring in the Enterprise Funds; Detailed Minutes of Meetings including claims listed for approval; Adoption of a Comprehensive Credit Card Policy and Mandatory Vacations for city staff.

MOTION BY DOUG MILLER TO ACCEPT THE INDEPENDENT AUDITORS REPORT FOR YEAR ENDING DECEMBER 31, 2014 AS PRESENTED. EARL NORTH SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES

MOTION BY KRISTA KNUDSEN TO APPROVE THE MARCH 23, 2015 REGULAR CITY COUNCIL MINUTES AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO APPROVE THE APRIL 9, 2015 BOARD OF EQUALIZATION MINUTES AS PRESENTED. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

REPORTS

Police/Fire Report – Chief Steve Sundstrom

Incident Report - From March 23, 2015 to April 26, 2015 there were 120 incidents in the City. There were 58 traffic-related incidents and 62 were miscellaneous department activity. The Mayor asked about the burning ban. Steve explained that there isn’t a ban; however, burning is restricted to recreational fires only.

Sale of Forfeited Vehicles – The Lake Shore Police Department has received notice from the Cass County Attorney Office that a 1995 Chevrolet Blazer vehicle has been forfeited and awarded to the Lake Shore Police Department. The vehicle is currently being held at Turner Towing and he has been storing the vehicle for the past 3 months. The vehicle is in very poor condition and is worth scrap value. The Chief is asking that the council authorize the sale of the vehicle to Turner Towing for \$200. The city has a bill from Turner Towing for the Impound/towing and storage fees for \$200. This will make the sale of this vehicle a wash, which means there will be no costs to the city of Lake Shore or Turner Towing.

The Lake Shore Police Department has received notice from the Cass County Attorney Office that a 1998 Buick Riviera passenger vehicle has been forfeited and awarded to the Lake Shore Police Department. The vehicle is currently being held at Turner Towing and he has been storing the vehicle for the past 6 months. The vehicle is in very poor condition and is worth approximately \$300. The Chief is asking that the council authorize the sale of the vehicle to Turner Towing for \$300. The city has a bill from Turner Towing for the

Impound/towing and storage fees for \$300. This will make the sale of this vehicle a wash, which means there will be no costs to the city of Lake Shore or Turner Towing.

MOTION BY DOUG MILLER AUTHORIZING THE SALE OF THE 1995 CHEVROLET BLAZER AND THE 1998 BUICK RIVIERA (BOTH AWARDED TO THE LAKE SHORE POLICE DEPARTMENT THROUGH FORFIETURE) TO TURNER TOWING; THE 1995 FOR \$200 AND THE 1998 FOR \$300. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Wage Increase for Part-Time Officers – The Chief requested the hourly wage for part-time officers to be increased from \$15 to \$18 per hour. Part-time wages have only had one increase in the last several years and they are well below the average pay rate that other departments pay their part-time officers. There will be no increase to the part-time budget. The City of Lake Shore receives reimbursement from Zorbaz and GCOLA to cover the cost of the officer's time they work for them. He says the City has some excellent part-time officers and certainly wants to keep their wage competitive with other departments in our area.

MOTION BY KRISTA KNUDSEN TO RAISE THE LAKE SHORE PART-TIME POLICE OFFICERS WAGES TO \$18 PER HOUR AS REQUESTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Resolution 2015-04-01 Designation of the National Incident Management System –

MOTION BY DOUG MILLER TO ADOPT RESOLUTION 2015-04-01 DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM AS THE BASIS FOR ALL INCIDENT MANAGEMENT IN LAKE SHORE MINNESOTA. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Mayor's Report – John Poston reminded the council the newsletter articles are due.

Clerk/Treasurer's Report – Patti McDonald

Financials – MOTION BY DOUG MILLER TO APPROVE THE MARCH FINANCIALS AS PRESENTED (CLAIM NUMBERS 33324 THROUGH 33391 – TOTAL \$92,391.74). KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

City Administrator/Planning & Zoning Administrator – Teri Hastings

Change Date of May City Council Meeting – The regular May 2015 City Council meeting falls on Memorial Day (May 25th); therefore; the meeting will need to be rescheduled. Teri recommends rescheduling to Monday, May 18th.

MOTION BY KRISTA KNUDSEN TO RESCHEDULE THE MAY LAKE SHORE CITY COUNCIL MEETING TO MONDAY, MAY 18, 2015. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Cass County EDC Activity Report – The March Cass County EDC report and News Flash were included for review.

February Minutes and March Permit Summary – Teri provided the February minutes and March permit summary for review. Teri commented that last year we added a permit process for shoreline and she has issued quite a few so far with the damage that has occurred this past winter season. Earl North asked with the change in DNR standards if rip-rap is no longer the preferred/suitable method of shoreline restoration. Teri said that a group from GCOLA put together a brochure for alternative shoreline restoration.

Wastewater/Road Committee – John Terwilliger said the committee met last week; he reported there are three new members to the committee. They are performing a road tour on Tuesday, April 28th to review the condition of city streets.

They discussed the condition of some of the pumps in the lift stations for the sewer within the city. Dave Reese said corrosion over the years deteriorates the condition of the pumps and the concrete interior walls of the lift station. Earl North suggested using a structural engineer to determine the condition. A ball park figure to replace an entire lift station is \$125,000 to \$175,000. The sewer system is really not in good shape. Two of the lift stations are in drastic need of repair.

Earl recommends a structural analysis of the entire system and what it would take to incrementally bring the system back to standards. The Mayor asked if the Omni System is working. Teri answered that it is a life saver.

They discussed crack filling city streets. Last year the price was over \$30,000. They discussed calcium chloride on the dirt roads. On 72nd Street there are two culverts where it has been suggested to install guard rails. The Mayor asked if Bass Lake Road was discussed at the meeting regarding the cost split if some maintenance was needed.

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

October 2014 Minutes – The October 2014 minutes were provided for review.

Park and Recreation Committee – Krista Knudsen said there was no meeting in April. The Mayor said the park looks great right now.

Environmental Committee – Doug Miller said the Environmental Committee met this morning and the committee elected Kevin Egan as the new chairperson.

January Minutes – The January minutes were provided for review.

Trail 77 Team – John Poston said there was nothing to report.

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

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

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

OLD BUSINESS –

NEW BUSINESS –

Paint Quotes – City Hall – There were 2 estimates received to stain city hall; one from G.T.R. Execucare Inc. for \$5,600 and one from Gary's Painting for \$8,150. The Mayor and Teri met with Greg at G.T.R.

MOTION BY DOUG MILLER TO ACCEPT/APPROVE THE QUOTE FROM G.T.R. EXECUCARE IN THE AMOUNT OF \$5,600 TO STAIN LAKE SHORE CITY HALL. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED.

John Terwilliger said that we purchased a radon detector and determined that the radon level in city hall is high. He explained the mitigation that could be done to bring fresh air into the building.

Donation Request – Cass County Fair – The Cass County Agricultural Association (Fair board) is asking for support to assist with funds to operate the fair, specifically to assist the youth portion of the fair including payment of the 4-H premium, which youth receive a small stipend for exhibiting each of their projects ranging from \$1 for inside projects to \$15 for large animal projects. They will need to generate about \$8,000 to \$10,000 to pay for the 4-H specific fair costs including: certified judges to judge the 4-H exhibits, mileage for these judges and for the 4-H premiums, ribbons and champion awards. Any amount that the city could contribute would greatly be appreciated and will help support this cause.

MOTION BY JOHN TERWILLIGER TO DONATE THE SAME AS LAST YEAR PER THE CASS COUNTY FAIR BOARD REQUEST. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY. (\$100.00)

ANNOUNCEMENTS/PUBLIC FORUM –

MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 33383 THROUGH 33462 – TOTAL \$72,137.90. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF APRIL 27, 2015 AT 7:53 PM. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald
Lake Shore City Clerk