

MINUTES
Regular Meeting of Lake Shore City Council
Monday, May 18, 2015
7:00 PM Lake Shore City Hall

Mayor John Poston called the May 18, 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; Police Chief Steve Sundstrom and City Clerk Patti McDonald were present. City Administrator/Planning and Zoning Administrator Teri Hastings was absent. There was 1 person in the audience.

APPROVAL OF MINUTES

MOTION BY DOUG MILLER TO APPROVE THE APRIL 27, 2015 REGULAR CITY COUNCIL MINUTES AS PRESENTED. JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

REPORTS

Police/Fire Report – Chief Steve Sundstrom

Service Agreement with Zorbaz – The City Council reviewed an agreement between the City of Lake Shore and Zorbaz for the police department to provide law enforcement services at Zorbaz on Gull Saturday nights from Memorial weekend through the month of June and Friday and Saturday nights starting in July through Labor Day weekend between the hours of 12:00 a.m. and 3:00 a.m. (minimum 3 hours).

Service Agreement with GCOLA – The City Council reviewed an agreement between the City of Lake Shore and the Gull Chain of Lakes Association (GCOLA) for the 2015 season. The police department will provide law enforcement services at the DNR public access as agreed to in the document signed by both entities.

MOTION BY EARL NORTH TO ACCEPT THE AGREEMENTS AS PRESENTED BETWEEN THE CITY OF LAKE SHORE AND ZORBAZ AND BETWEEN THE CITY OF LAKE SHORE AND GULL CHAIN OF LAKES ASSOCIATION. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Incident Report - From April 27, 2015 to May 17, 2015 there were 83 incidents in the City. There were 41 traffic-related incidents and 42 were miscellaneous department activity.

Mayor's Report – John Poston said the newsletter will be mailed out tomorrow. He and Chief Steve Sundstrom went to the National Incident Management Systems (NIMS) meeting last week up in Walker. One thing that was talked about was Nixle, an emergency alert system for your mobile device. Steve said that the City and the Police Department are checking into creating a Facebook page.

John commented that he has been approached about the proposed RV Park at the Birchbay Golf Course. There is another proposed RV Park near Quarterdeck. This is not within our city limits. Earl said that the county assured him they are doing their due diligence and if it is within the ordinances that exist they would have to act on it favorably.

Clerk/Treasurer's Report – Patti McDonald

Financials – MOTION BY DOUG MILLER TO APPROVE THE APRIL FINANCIALS AS PRESENTED (CLAIM NUMBERS 33392 THROUGH 33476 – TOTAL \$59,913.46). JOHN TERWILLIGER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

City Administrator/Planning & Zoning Administrator – Teri Hastings

Subsurface Treatment Ordinance – In November of 2014 the City Council adopted ordinance #2014-03 amending Lake Shore’s city code as it relates to private wastewater treatment. It incorporates by reference the terms and conditions contained in the Cass County Septic Ordinance as it may be amended from time to time. The MPCA did not approve and is requiring the ordinance be adopted in its entirety. Earl North said this was presented to the Planning Commission and if adopted it will be in its entirety (20 pages). Steve Qualley explained what was approved last November that the MPCA didn’t accept.

MOTION BY JOHN TERWILLIGER TO ADOPT ORDINANCE 2015-01, FIRST SERIES; AN ORDINANCE AMENDING THE CITY CODE AS IT RELATES TO SUB-SURFACE TREATMENT SYSTEMS AS PRESENTED. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO APPROVE PUBLISHING A SUMMARY OF ORDINANCE 2015-01 IN THE PINEANDLAKES ECHO JOURNAL. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Appointment to Planning Commission – Alternate – Wayne Anderson submitted an application expressing an interest in being appointed to the Board of Adjustment/Planning Commission. The Planning Commission reviewed his application and recommends the appointment of Wayne as an alternate to the Commission.

MOTION BY JOHN TERWILLIGER TO APPOINT WAYNE ANDERSON TO THE BOARD OF ADJUSTMENT/PLANNING COMMISSION AS AN ALTERNATE. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

April Minutes and Permit Summary – Teri provided the April minutes and permit summary for review.

Wastewater/Road Committee – John Terwilliger said the 78 lift station has been worked on for quite some time. WSN inspected the tank and found that it wasn’t in the condition they were once led to believe; the control panel will have to be replaced, the floor will need some work and one pump replaced. Dave commented that all the work may not need to be done at one time on this lift station.

The Wastewater/Road committee recommended that WSN provide a lift station inventory and prioritize the lift station upgrade/repair. They will provide an individual review of each lift station and the importance of each lift stations repair to the system as a whole. Dave said the city has the OMNI system that is monitored by PRASD; he said in order to get a handle on the main flow and the main use of the system an accurate calibration is needed of each lift station with the pumps that are currently operating to get an estimate of the volume of each pump and how long they operate to analyze the performance of each pump.

Proposal for Lift Station Inventory – WSN provided a proposal for engineering services, as requested, for City Council consideration and approval. The scope of work describes the proposed tasks needed to complete an inventory of Lift Stations 1 through 7. The fee estimate to complete the scope of work, based on 3.5 hours of Engineer IV per lift station on average, is \$3,430.00.

An optional service for one additional full long day of time for one Engineer to provide an evaluation of existing pump performance and operation, which will require lift station calibrations would range between \$1,500 and \$1,900 depending on time to calibrate (when possible) all lift stations.

MOTION BY EARL NORTH TO APPROVE THE LIFT STATION INVENTORY BY WIDSETH SMITH NOLTING AT A PRICE OF \$3,430 AND TO APPROVE THE LIFT STATION PUMP CALIBRATION EVALUATION AT NO MORE THAN \$1,900. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

April Minutes – The April minutes were included for review.

Park and Recreation Committee – Krista Knudsen said the committee met and they are seeking out the services a park planner; they are waiting to hear back from one person. She said that she was contacted by Lutheran Church of the Cross and they are doing an arbor project and plant up to 600 trees in the area and asked if they could plant some in Fritz Loven Park.

Environmental Committee – Doug Miller said the Environmental Committee met this morning and set a date for the ‘White Goods Collection’ at City Hall. On Saturday, July 11, 2015, from 9:00 a.m. to 1:00 p.m. the Environmental Committee will accept appliances, TV’s, tires and mattresses for a small fee. Ron Faust will provide information and pictures to put on the City’s website under the Environmental Committee tab relating to the Shoreline Restoration projects.

April Minutes – The April minutes were included for review.

Trail 77 Team – John Poston

Resolution Requesting Designation as a Regional Trail of Significance – So the City can apply for Minnesota Legacy Grant dollars to fund our trail, the State requires the City Council to adopt a resolution requesting designation as a regional trail of significance.

Earl commented that in order to submit an application to receive Minnesota Legacy Grant Program funds a resolution is required and must be adopted for prior approval. The State has so many applications for grant funds they added another step to the process.

MOTION BY JOHN TERWILLIGER TO ADOPT RESOLUTION 2015-05-01 REQUESTING THE DESIGNATION AS A REGIONAL TRAIL OF SIGNIFICANCE. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Personnel – John Poston/Earl North –

Annual Review – Steven Sundstrom – John Poston said that he, Earl North and Teri Hastings met with Steve Sundstrom for Steve’s annual review; the City is very fortunate to have him as the Chief of Police. He will receive an additional 12 hours of vacation as he is at the top of his pay step schedule.

MOTION BY JOHN TERWILLIGER TO APPROVE STEVE SUNDSTROM’S ANNUAL REVIEW AND GRANT HIM AN ADDITIONAL 12 HOURS OF VACATION AS HE IS AT THE TOP OF HIS STEP PAY SCALE. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY

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 – There was no old business.

NEW BUSINESS – There was no new business.

ANNOUNCEMENTS/PUBLIC FORUM – June 26, 2015 is the 3rd open house for the CSAH 77 (Interlachen Road) improvements.

Eileen Thom asked for clarification to building onto or repairing a boathouse. John Poston referred to Earl North the council liaison to the Planning Commission, he said new boathouses cannot be constructed; however, an existing boathouse can be repaired, but expansion would need further review for approval. She will come in and talk with Teri.

MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 33463 THROUGH 33558 – TOTAL \$47,549.85. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF MAY 18, 2015 AT 7:40 PM. EARL NORTH SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald
Lake Shore City Clerk