

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Monday, November 23, 2015**  
**7:00 PM Lake Shore City Hall**

Mayor John Poston called the October 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: Earl North, John Terwilliger, Krista Knudsen and Doug Miller. City Attorney Steve Qualley; City Engineer Mark Hallan; Police Chief Steve Sundstrom; City Administrator/Planning and Zoning Administrator Teri Hastings and City Clerk Patti McDonald were present. There were 4 people in the audience.

**APPROVAL OF MINUTES**

MOTION BY JOHN TERWILLIGER TO APPROVE THE OCTOBER 26, 2015 REGULAR CITY COUNCIL MINUTES AS PRESENTED. EARL NORTH SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**REPORTS**

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

Incident Report - From October 26, 2015 to November 22, 2015 there were 83 incidents in the City. There were 40 traffic-related incidents and 43 were miscellaneous department activity. The Mayor asked if the property/house watch is for people that leave for the winter. Steve said it is and there were 13 this month and there are about 30 to date.

Approval to Replace 2008 Squad – The 2008 Ford Crown Victoria was up for replacement in 2015. The department actually drove it an extra year, but the time has certainly come for its replacement. It has nearly 125,000 miles and the driver's seat is completely worn out. The city has over \$30,000 in capital outlay for this particular squad replacement.

Steve received a quote from Mills Ford for a 2016 for Interceptor Explorer for \$27,129.99 on state bid. The only other cost added to the purchase would be for floor mats from the Bodyworks. It is about \$10,000 to outfit the new squad. The Chief will take the new squad and his will become the part-time squad. The Crown Victoria squad will be sold.

MOTION BY EARL NORTH TO APPROVE THE PURCHASE OF A 2016 FORD INTERCEPTOR EXPLORER FROM MILLS FORD PER THE QUOTE DATED 11/17/15. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**Mayor's Report** – John Poston said the building has been wired for the new generator in case of a power outage. He also said that the City of Lake Shore is now on Facebook. There are now 2 pages and the other is for Trail 77. Please friend the Facebook pages.

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

Financials – MOTION BY DOUG MILLER TO APPROVE THE OCTOBER FINANCIALS AS PRESENTED (CLAIM NUMBERS 33895 THROUGH 33997 – TOTAL \$89,020.72). EARL NORTH SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

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

Resolution Supporting Lakes Proud Campaign – The Nisswa Chamber of Commerce supplied a power point packet asking the City Council to support the 'Lakes Proud' campaign encouraging local options

when purchasing products and services. Their mission is ‘to grow the regional economy by creating an understanding that it matters where consumer and business dollars are spent’. The Mayor confirmed the city does shop local by purchasing our squads from Mills Ford, buying supplies at Schaefer’s and Carlson Hardware, our fuel at Holiday, etc.

MOTION BY DOUG MILLER TO ADOPT RESOLUTION #2015-11-01 SUPPORTING THE REGIONAL ‘LAKES PROUD’ CAMPAIGN TO ENCOURAGE LOCAL OPTIONS WHEN PURCHASING PRODUCTS AND SERVICES. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Resolution Supporting CSAH 77 Variance – Cass County is asking the City to act on a resolution supporting a variance from standard for State Aid Operation for Project No. S.P. 011-677-013 / S.P. 011-377-013AC. The City in conjunction with Cass County are preparing plans for CSAH 77 reconstruction from the south city limits of the City of Lake Shore to CSAH 78 for a distance of approximately 3.8 miles.

MOTION BY JOHN TERWILLIGER TO ADOPT RESOLUTION #2015-11-02 SUPPORTING VARIANCE FOR PROJECT NO. S.P 011-677-013/S.P. 011-677-013AC. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Holiday Schedule – In the past, the city has closed city hall the Friday after Thanksgiving and employees use their floating holiday or a day of vacation. City staff is requesting to close city hall on Friday, November 27<sup>th</sup>.

In addition, employees are requesting city hall be closed on December 24<sup>th</sup> and December 31<sup>st</sup>. These are not holidays, but employees would use vacation time or compensation time. The week between Christmas and New Year’s typically has very little walk in traffic and few phone calls.

MOTION BY JOHN TERWILLIGER TO CLOSE CITY HALL FRIDAY, NOVEMBER 27<sup>TH</sup>; THURSDAY, DECEMBER 24<sup>TH</sup> AND THURSDAY, DECEMBER 31<sup>ST</sup> WITH CITY STAFF USING VACATION OR COMPENSATION TIME. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

October Permit Summary – Teri provided the October permit summary for review. It was a busy permit month with 14 permits issued.

**Wastewater/Road Committee** – John Terwilliger said the committee met in November with no recommendations to the council. He said that he and Wayne Anderson did a city road inspection in October and they found the roads are in satisfactory condition.

Wastewater Operations Report – Andrew Schwartz provided the operations report for the month of November for review.

October Minutes – The October minutes were included for review.

**Park and Recreation Committee** – Krista Knudsen said the Park and Recreation committee didn’t meet in November.

**Environmental Committee** – Doug Miller said the committee met last week. They discussed the tent caterpillar invasion of a couple years ago in the spring. The committee agreed that the city will not take the project over. Teri said it is a very detailed project to get involved with. Kevin said the caterpillar cycle runs in a 4 or 5 year period.

Authorize Educational Banner for Buckthorn – Committee chair Kevin Egan said that Buckthorn is an invasive weed that is spreading north. The committee received a bid from Lakes Printing to have a banner made for educational purposes that can be brought to different locations.

MOTION BY DOUG MILLER TO AUTHORIZE THE EXPENSE TO CREATE AN EDUCATIONAL BANNER FOR BUCKTHORN TO COME FROM THE ENVIRONMENTAL FUND. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

August Minutes – The August minutes were provided for review.

**Trail 77 Team** – John Poston - John said there wasn't a Trail 77 meeting; however, some members of the County 77 road improvement committee met and everything is right on track.

**Personnel** – John Poston/Earl North – There was no personnel business for the month.

**City Attorney** – Gammello, Qualley, Pearson & Mallak – Steve Qualley said that the referencing in some areas of the codification process done a couple years ago were missed/not changed to new section numbers. Teri went through Chapter 4 and sent it to his office for the corrections; he is creating an ordinance amendment to clear up the referencing. There will have to be a public hearing at the next Planning Commission meeting, and then come before the council for approval; however, there will be no changes to the ordinances. Teri is now working on some of the other chapters.

**City Engineer** – Widseth Smith Nolting – Mark Hallan said that the site surveys of the two lift stations are complete. They will schedule a meeting with Andy Schwartz to make final plans to move forward with the sewer improvements as scheduled.

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

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

**ANNOUNCEMENTS/PUBLIC FORUM** – There were no announcements.

MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 33954 THROUGH 34031 – TOTAL \$50,215.39. JOHN POSTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF NOVEMBER 23, 2015 AT 7:25 PM. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald  
Lake Shore City Clerk