

**MINUTES**  
**Regular Meeting of Lake Shore City Council**  
**Tuesday, May 28, 2024**  
**6:00 PM Lake Shore City Hall**

Mayor Andy Stewart called the May 28, 2024, Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**Attendance::** Mayor Andy Stewart; Council Members: Henry Cote, John Terwilliger, Darcy Peterson and Wayne Anderson. City Attorney Dan Hawley; City Engineer Dave Reese and Emma Clarke; City Administrator Teri Hastings; Police Officer Mike Heldt; and City Clerk Laura Fussy were present. The audience included Nancy Vogt, Pine and Lakes Echo Journal Editor and Police Chief Steve Sundstrom.

A quorum was present, and the City Council was competent to conduct business.

**APPROVAL OF MINUTES**

MOTION BY JOHN TERWILLIGER AND SECONDED BY WAYNE ANDERSON TO APPROVE THE APRIL 22, 2024, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

**REPORTS**

**Police Report** – Police Officer Mike Heldt

Incident Report – In April 2024 there were 66 incidents in the city. There were 39 traffic-related incidents and 27 were miscellaneous department activity.

April Fire Report – The April Nisswa Fire Department report was included for your review.

**Mayor’s Report** – Andy Stewart – Andy went to the Memorial Day Event at the Nisswa Legion and stated it was a very nice get together. He also discussed the Gull Lake Trail event that is being held in Nisswa on June 6, 2024.

**Clerk/Treasurer’s Report** – Laura Fussy

Financials – MOTION BY JOHN TERWILLIGER AND SECONDED BY HENRY COTE TO APPROVE THE APRIL FINANCIALS AS PRESENTED (CLAIM NUMBERS 41808 THRU 41878 AND NON-CHECK CLAIMS LISTED ON THE ATTACHED REPORT – TOTAL \$133,495.13). MOTION PASSED.

Pay Bills – MOTION BY JOHN TERWILLIGER AND SECONDED BY WAYNE ANDERSON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 41869 THRU 41960; AND CLAIMS 1335 THRU 1346 – TOTAL – \$110,546.37). MOTION PASSED.

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

Request to Close City Hall – This year Fourth of July falls on a Thursday and city hall employees are requesting to close City Hall on Friday, July 5th. Employees will use a vacation day or accrued compensatory time if approved.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE CLOSING CITY HALL ON FRIDAY, JULY 5TH WITH CITY STAFF USING EITHER VACATION OR COMPENSATORY TIME FOR TIME OFF. MOTION PASSED.

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

**Wastewater/Road Committee** – Wayne Anderson had nothing to report.

Wastewater Monthly Report – Pequot Lakes – The operations report for May was included for review.

April Minutes – The April minutes were included for review.

**Park and Recreation Committee** – Henry Cote – The ADA material arrived and was put in at Fritz Loven park this week.

February Minutes – The February minutes were included for review.

**Trail 77** – Teri said we have been encouraged to apply for funding this year as there are funds available.

Proposal for Grant Writing Services – To assist in securing the balance of funds needed to complete the Gull Lake Trail portion that runs through Lake Shore, Widseth has provided a proposal to provide professional services of grant writing and engineering to fulfill Lake Shore’s request for proposal. The tasks would include those necessary for application completion and submission to the Greater MN Regional Parks and Trails Commission. The proposed fee for services would be charged on an hourly basis, based on the 2024 fee schedule with the fees within the range of \$10,940 including engineering tasks and grant writing services.

MOTION BY WAYNE ANDERSON, SECONDED BY HENRY COTE TO APPROVE THE PROPOSAL FROM WIDSETH FOR GRANT WRITING SERVICES. MOTION PASSED.

Resolution 2024-05-01 Authorizing Grant Navigation Support – The League of MN Cities has created a pilot Grants Navigation Program in which LMC will provide grants up to \$5,000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application projects. The program is limited to providing services to help obtain grant funding for one project per city. The city of Lake Shore wishes to apply to the program for support in finding grant funding for the Gull Lake Trail project.

MOTION BY DARCY PETERSON, SECONDED BY WAYNE ANDERSON TO ADOPT RESOLUTION 2024-05-01 AUTHORIZING GRANT NAVIGATION SUPPORT. MOTION PASSED.

**Personnel** – Andy Stewart/Wayne Anderson – Andy mentioned that the personnel committee met last week with the City of East Gull Lake to discuss a potential job sharing opportunity.

**City Attorney** – Gammello - Pearson – Dan Hawley had nothing to report.

**City Engineer** – Widseth – Dave Reese and Emma Clarke – 2024 Street and Wastewater Improvement Projects had their pre-construction meeting last week and Emma gave a brief summary of what will be happening in the next couple of weeks.

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

**NEW BUSINESS** –

Resolution 2024-05-02 – Safe Streets for All Planning Grant –

A resolution supporting a grant request for Safe Streets for All. The city would be a co-applicant and the city would not be required to provide any match for the grant. The resolution supporting

the application along with an email from Emma Clarke, Widseth explaining the grant was given to the council for review.

MOTION BY JOHN TERWILLIGER, SECONDED BY WAYNE ANDERSON TO ADOPT RESOLUTION 2024-05-02 SAFE STREETS FOR ALL PLANNING GRANT. MOTION PASSED.

Request to Purchase Attachments for Toolcat –

Last year the City Council approved the purchase of a new toolcat. The toolcat has been a worthwhile purchase for the city. To help with the purchase, the city utilized a grant from Sourcewell for \$10,000. This year, Roger would like to purchase a grapple and a snow pusher. This past rain event created saturated conditions and numerous trees have fallen and the grapple would make clean up easier and more efficient. In addition, other dead trees have been identified that need to come down. The snow pusher is also an option to purchase. The snow pusher could be used to help with snow removal at city hall and around the city. The city still would maintain the plow on the city truck but could be used in the event the city truck is in the repair shop. The city truck is a 2010 and has relatively low miles but is showing signs of age and there are some maintenance issues. The city does have \$42,000 in the maintenance equipment capital outlay account. Attached are the quotes for the attachments and the city will once again be seeking Community Match Funds from Sourcewell. Sourcewell will match up to \$10,000. The deadline to apply for these funds is June 15<sup>th</sup>. The purchase of equipment can be contingent upon receiving the funding.

MOTION BY JOHN TERWILLIGER, SECONDED BY WAYNE ANDERSON TO AUTHORIZE THE PURCHASE OF ATTACHMENTS FOR THE TOOLCAT AS PRESENTED. MOTION PASSED.

**ANNOUNCEMENTS/PUBLIC FORUM** – Andy commented and thanked the Police Department on how well the Emergency First Responders Event went on May 16<sup>th</sup> at Fritz Loven Park.

MOTION BY HENRY COTE, SECONDED BY DARCY PETERSON TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF MAY 28, 2024, AT 6:18. PM. MOTION PASSED UNANIMOUSLY.

Transcribed by Laura Fussy  
Lake Shore City Clerk