



LAKE PARK CITY COUNCIL MINUTES

2032 2nd Street, Lake Park, MN 56554

April 14, 2025 - 7:00 p.m.

Page 8

A. CALL TO ORDER and ROLL CALL

- Meeting called to order by John Beaudine at 7:00 p.m. at the Lake Park City Center.
- **Members Present:** John Beaudine, Andrea Pollock, Britney Ronning, and Keith Zachariason
- **Members Absent:** Kayla Mayer
- **Staff:** Chris Bromeling, Brady Burnside, Tammy Charbonneau, Dave Coufal, Todd Frank, Sarah Mikkelsen
- **Contracted:** Dylan Ramstad Skoyles
- **Media:**
- **Guests:** Abby Anderson, Casey Mann, Bert Nelson, and Jay Norby

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE – Open 7:01 p.m.

1. **Lions Club – Jay Norby** – There is money available for a food pantry using a trailer with custom built shelves, a cooler and a freezer. The pantry would come to Lake Park once a month. Recruiting efforts are underway to sign up members as a total of 20 individuals are needed to start the Lions Club.
2. **Public Hearing – Cannabis Ordinance 25-401** – First reading of the Ordinance would require businesses selling Cannabis to be registered. Creating a map is costly so one won't be created. The second and final reading of the Ordinance will be done at the next City Council meeting.
M/S/CU: Ronning/Zachariason to approve giving first reading of Ordinance 25-401.
Close 7:06 p.m.

D. CONSENT AGENDA

1. **Minutes of March 10, 2025**
2. **Bills**
3. **Council Reports**
4. **EDA Report** – Walk-in shower request at Village Square is denied. Ronning and Anderson to meet with Fill Thy Cup regarding Farmer's Market. There is a policy for having the doors at Village Square locked from 8:00 p.m. – 8:00 a.m. Walking trail grant was denied.
M/S/CU: Ronning/Pollock to approve Consent Agenda.

E. ADDITIONAL BILLS

1. **Additional Bills**
M/S/CU: Zachariason/Ronning to approve that there are no additional bills.

F. STAFF REPORT

1. **Brandon Reber, Moore Engineering**
2. **Brenda Seley, Nutrition Coordinator**
3. **Dave Coufal, Fire Chief**
 - a. **Fire Calls** - There were two fire calls: one structure fire and one motor vehicle accident.
 - b. **Nardini Invoice** – Inspected an alarm at Village Square, however, there was no approval for them to come. Will not pay bill as the City didn't request them to come out.
 - c. **Ordinance for Burning Within City Limits** – Burning ban in place within City limits. Can only have a recreational fire that is enclosed and elevated off the ground.
 - d. **Donations** – Deloyne Nelson donated \$400.
M/S/CU: Ronning/Pollock to approve Deloyne Nelson donation of \$400.
 - e. **Donation** – Lake Park Fire Department Relief donated \$3,200 toward the purchase of five pagers.
M/S/CU: Ronning/Zachariason to approve Lake Park Fire Department Relief donation of \$3,200.
4. **Carly Olson, Municipal Liquor Manager**
5. **Brady Burnside, Police Chief**
 - a. **Grant** - Received a small grant from the Department of Health to spot check retailers and 2 of 3 failed. This was educational only, no enforcement taken because it was performed using Grant funds.
 - b. **Tornado Season** – Emergency Management Director is looking into potential FEMA grant to obtain/upgrade sirens county wide.
 - c. **Violations of Ordinances** – There are problematic properties with junk that will be addressed.

6. Todd Frank, Utility & Public Works Superintendent

a. Resignation – Accept resignation of Adam Simon.

M/S/CU: Beaudine/Zachariason to approve resignation of Adam Simon.

b. Promotion - Recommend Casey Mann be promoted to Lead Utility and Public Works Associate, Grade 9 Step 5. Mann has CDL and natural gas license.

M/S/CU: Ronning/Pollock to approve Casey Mann promotion to Lead Utility and Public Works Associate, Grade 9 Step 5.

c. Open position – The Utility and Public Works Associate position is open and will be posted with a close date of May 8th at 4:30 p.m.

d. MN Ops – Inspection will be performed next week.

7. Dylan Ramstad Skoyles, City Attorney

8. Sarah Mikkelsen, City Clerk-Treasurer

a. Budget Fund Summaries

b. Timecard – Won't be implementing time clock for full-time employees and will continue with timecard. Part-time liquor store employees will continue to use time clock.

c. Certificate of Deposit

i. \$171,320.50 renewed \$175,578.26 (\$4,257.76 interest) at 4.20% for 7 months.

G. NEW BUSINESS

1. Reimbursement Policy – This is for reimbursing City Council members when using personal time off for City work. Mikkelsen contacted three neighboring towns as to how they handle this and will review council pay in previous meeting minutes. A policy will be created and presented next month.

H. OLD BUSINESS

1. Pool

a. License – Department of Health – Put on hold for one year.

b. Bids – 3 bids received to demolition pool and pool building and replant grass, and \$68k is most reasonable bid. Will add hydrant and sewer dump to the scope of work. This will need to be done whether a new pool will be built. Damage was done to pool building and a camera was broken.

M/S/CU: Zachariason/Ronning to approve proceeding with pool and pool building demolition for \$68k plus the addition of a hydrant and sewer dump.

c. Firm to Gather Data – The same firm the school used has been contacted several times to identify cost for pool per household, however, is not returning phone calls. Ronning will continue to follow-up.

2. Essentia Lease – Await feedback whether Essentia would like to lease the space in the building where the Police Department was located.

3. Website Quotes – Information gathered with three quotes provided. Current provide is most reasonable. Will gather more quotes.

J. ANNOUNCEMENTS

1. Board of Equalization – Thursday, April 24, 2025, at 3:00 p.m. in Lake Park City Center. Ronning, Zachariason, and Pollock will attend. Zachariason and Mayer took the training.

K. ADJOURNMENT - M/S/CU: Ronning/Zachariason to adjourn meeting at 7:50 p.m.

THESE MINUTES WERE OFFICIALLY APPROVED AT THE REGULAR MEETING ON MAY 12, 2025.

Sarah Mikkelsen, City Clerk-Treasurer

John Beaudine, Mayor