



LAKE PARK CITY COUNCIL MINUTES

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2032 2nd Street, Lake Park, MN 56554

September 9th, 2024 - 7:00 pm

A. CALL TO ORDER and ROLL CALL

- Meeting called to order by Mayor John Beaudine at 7:00 p.m. at the Lake Park City Center.
- **Members Present:** Jon Anderson, John Beaudine, and Britney Ronning
- **Members Absent:** Kayla Mayer
- **Staff:** Chris Bromeling, Tammy Charbonneau, Dave Coufal, Todd Frank, Carly Olson, Chad Peterson, and Sarah Mikkelsen
- **Contracted:** Stevan Dewald and Dylan Ramstad Skoyles
- **Media:**
- **Guests:** Abby Anderson, Fritz Balsiger, Tanya Bergman, Brad Cossette, Alli Fast, Jon Langlie, Vince Leendertsen, Kristi Lund, Trevor Lund, Ron Mattson, Marie Nelson, Susie Roesler, Sue Schlueter, and Scott Walz

B. APPROVAL OF MINUTES – Open 7:00 p.m.

1. Minutes of 08/12/24 Regular City Council Meeting

M/S/CU: Anderson/Ronning to approve 08/12/24 regular meeting minutes.

C. ADDITIONS AND/OR REMOVALS

1. Trevor Lund
 2. Steve Dewald
- Close 7:02 p.m.

D. PUBLIC FORUM & CORRESPONDENCE – Open 7:02 p.m.

1. Public Hearing – Scott Walz of C and C Realestate, LLC – Subdivision Approval –

- a. Preliminary Plat for 4 residential lots. The utility easement is 10 feet on Lot 3. Does not affect neighboring lot line. **Close 7:11 p.m.**

M/S/CU: Ronning/Anderson to approve Subdivision subject to 10 foot utility easement on water main through Lot 3.

1. Trevor Lund –

- a. **Four lots** – Plan is to construct twin homes on 4 lots. Only need a Certificate of Survey to show where the lot line is. A public hearing may be held next month.

2. Stevan Dewald - Grant –

- a. Discussed background and areas of expertise related to grants for streets. There is a \$600,000 grant for repair and patching roads as well as one for \$300,000 to put down paving on the existing road. There is no match required and the grant can be applied for every year. The first step is to conduct a survey to compile data to show the need for the grant. Results of the survey need to show that Lake Park has over 51% low to moderate income to be able to proceed with applying for grant. The initial fee is \$2,500 to complete the survey with letters on behalf of the City plus postage. After the survey, we will find out if we qualify to apply for the grant. It is \$5,000 for preliminary grant write up and another \$5,000 for the final grant write up and submission.

M/S/CU: Ronning/Anderson to approve initial \$2,500 for the survey plus postage.

3. Public Hearing – BGR Dairy – Tax Assessment – Open 7:31 p.m.

- a. There was a fire at BGR Dairy that required several other fire departments and resources to contain the fire, and the cost was \$74,005.81. BGR Dairy will pay the bill on 9/10/24.

Close 7:43 p.m.

M/S/CU: Beaudine/Anderson to approve if the BGR Dairy bill is not paid by 10/14/24 it will be assessed on BGR Dairy taxes.

E. CONSENT AGENDA

1. Bills
2. Council Reports
3. EDA Report

- a. Essentia Health is facilitating a survey which data will be used to apply for grants. Data will also be used for a potential food pantry. The survey will be included with next month's utility billing.
- b. EDA will be sponsoring the November 6th Historical Society coffee hour from 1:00 – 3:00 p.m.
- c. EDA is purchasing Lake Park mugs for new business welcoming gifts.

M/S/CU: Anderson/Beaudine to approve Consent Agenda.

Roll Call: Anderson – Aye, Beaudine – Aye, Ronning - Aye

F. **ADDITIONAL BILLS**

M/S/CU: Ronning/Anderson to approve additional bills in the amount of \$32,459.63.

G. **STAFF REPORT**

1. **Brandon Reber, Moore Engineering**
2. **Brenda Seley, Nutrition Coordinator**
3. **Dave Coufal, Fire Chief**
 - a. **Fire Calls** - There were four fire calls: one motor vehicle accident and three structure fires.
 - b. **Additional Training Money** - \$6,500 was received to use for training videos.
4. **Carly Olson, Municipal Liquor Manager**
 - a. **Sales** - Doing well.
 - b. **Winter Entertainers** - Didn't have a summer band due to dwindling attendance over the past years. Instead, the money will be used toward several one- and two-man bands over the winter when attendance is up.
 - c. **Pumpkin Fest** – Liquor store will be holding Pizza Puzzles and Pitchers night on September 26th.
5. **Brady Burnside, Police Chief**
6. **Todd Frank, Utility & Public Works Superintendent**
 - a. **Electrical Update** – Meeting on Wednesday with electrical engineer, underground crew, and linemen to discuss and prepare for outages to improve electrical system. These planned controlled outages are later in September and each outage is anticipated to be 3 – 4 hours. As we get closer to the timing for the outages, information will be posted on Facebook, the City Website, and at the Post Office.
7. **Dylan Ramstad Skoyles, City Attorney**
8. **Sarah Mikkelsen, City Clerk-Treasurer**
 - a. **Budget Fund Summaries**
 - b. **Preliminary Tax Levy** – Becker County needs preliminary tax levy this week. The amount can be reduced in December, however, cannot go higher than the preliminary number.
M/S/CU: Anderson/Ronning to approve 15% preliminary tax levy in the existing categories.
Roll Call: Anderson – Aye, Beaudine – Aye, Ronning - Aye
 - c. **Preliminary Budgets** – Most preliminary budgets are drafted, and remaining budgets are being worked on.
 - d. **Budgets and Tax Levy** – Mikkelsen is working with department heads on the budget. The final Budgets and Tax Levy will be set in December.

H. **NEW BUSINESS**

1. **Minnesota Flag** – There is currently no requirement for the City to fly either the Minnesota historical flag or the official flag.
2. **Dr. Midthune Public Safety Building Open Office Space** – This will be discussed at the next City Council meeting.
3. **COLA** – This will be discussed at the next City Council meeting.

I. **OLD BUSINESS**

1. **Pay Study** - This will be discussed at the next City Council meeting.
2. **Compensation Letter** – Legal fee for non-criminal work increasing from \$225 to \$250 per hour.
M/S/CU: Ronning/Anderson to approve legal fee increase from \$225 to \$250 per hour.

J. **OTHER BUSINESS**

1. **Donation Request** – Request from West Central Initiative denied due to the City needing to cut costs.
2. **Vacant Seat** – If there is a City Council open seat, the Council can appoint someone. If someone is interested, they may attend the next City Council meeting.

K. **ANNOUNCEMENTS**

1. **Vice Mayor** – Ronning is appointed Vice Mayor for remainder of the year.

M/S/CU: Anderson/Beaudine to approve appointing Ronning as Vice Mayor for remainder of the year.

2. **Council Filing** – John Beaudine - Mayor

Andrea Pollock & Keith Zachariason - two seats for council members

3. **Pumpkin Fest** – September 26th – 29th 2024

4. **Legion Benefit for Bryce** – Will be held at the Lake Park American Legion on October 26th 2024.

L. **ADJOURNMENT**

M/S/CU: Ronning/Anderson to adjourn meeting at 8:20 p.m.

THESE MINUTES WERE OFFICIALLY APPROVED AT THE REGULAR MEETING ON OCTOBER 14, 2024.

John Beaudine, Mayor

Sarah Mikkelsen, City Clerk-Treasurer