



LAKE PARK CITY COUNCIL MINUTES

2032 2nd Street, Lake Park, MN 56554
October 14th, 2024 - 7:00 p.m.

Page 203

A. CALL TO ORDER and ROLL CALL

- Meeting called to order by Mayor John Beaudine at 7:03 p.m. at the Lake Park City Center.
- **Members Present:** Jon Anderson, John Beaudine, Kayla Mayer, and Britney Ronning
- **Members Absent:**
- **Staff:** Jon Anderson, John Beaudine, Chris Bromeling, Tammy Charbonneau, Dave Coufal, Todd Frank, Sarah Mikkelsen, and Carly Olson
- **Contracted:** Scott DeMartelaere, Stevan Dewald, Brandon Reber, Rick Schara, and Dylan Ramstad Skoyles
- **Media:**
- **Guests:** Abby Anderson, Ellen Bergman, Tanya Bergman, Michelle Brown, Scott DeMartelaere, Stevan Dewald, Alli Fast, Marie Nelson, Jay Norby, and Rick Schara

B. APPROVAL OF MINUTES –

1. Minutes of 09/09/24 Regular City Council Meeting

M/S/CU: Beaudine/Ronning to approve 09/09/24 regular meeting minutes.

C. ADDITIONS AND/OR REMOVALS

D. PUBLIC FORUM & CORRESPONDENCE –

1. **Public Hearing – C and C Realestate, LLC – Labelle Acres Final Plat** – Didn't hold public hearing. City Ordinance requires the owner to submit a Title Opinion from an attorney licensed in the state of Minnesota showing they have a clear Title. Utilizing Ramstad Skoyles for this would be a conflict of interest. It is suitable to submit a Title Commitment instead from a Title Company as a substitute. Council agrees this is suitable.
2. **Lions – Jay Norby** – Would like to start a Lions Club in Lake Park. There are 20 members required, preferably 2 city council members. Yard signs will be put out reflecting the date and time for the meeting. Council approves starting a Lions Club in Lake Park.
3. **Essentia Health Community Survey - Alli Fast** – Residents would like to see an Opioid grant and childcare grants for new and existing centers.
4. **Jackie Oliphant, Teacher** – Oliphant is requesting to apply for a \$10,000 grant with West Central Initiative for downtown art mural revitalization through the High School Art Club. Art students would give a tour of the murals at the 2025 Pumpkin Fest. A \$2,500 matching grant from EDA was approved. Grant deadline for submission is 10/30/24, and Oliphant has started writing the grant.
5. **West Central Initiative (WCI) – Rick Schara** – Have grants and loans funding available. WCI has given out \$1 million in funding in 2023. Requesting donation from City of Lake Park for community funds.
6. **Street Grant Update – Stevan Dewald** –
 - a. The federally funded \$600,000 grant maximum is for facility updates, straight street work is not eligible for this grant. Dewald and Meyer feel they can get around this by showing the water and sewer updates made contributed to the decay of the roads, giving 20 – 30 feet of road eligible to update. Total street need is \$2.5 million. Moore Engineering has looked into this grant previously for streets as well as sewer and trench replacement. Each year, if the grant is awarded, it wouldn't be feasible to complete a portion of the roads each year because the cost would be much higher doing updates in small chunks. The repair to residents' end of driveways is also not eligible. The \$2,500 for the survey to compile data to show the need for the grant was already completed so this expense was not required. The pre-application cost for the grant was \$5,000 at the September 9th, 2024 City Council meeting and it is now \$7,500. The question was raised as to what was added to the pre-application scope of the project to justify the increase from \$5,000 to \$7,500, however, Dewald was unsure if anything was added. The final grant write up is another \$5,000. The deadline to submit pre-application is 11/27/24 and the final grant application deadline is February 2025. There are concerns with proceeding. City Council will hold off while Beaudine investigates the grant further and Council will shoot for applying next year. A member of City Council, City staff, and Ramstad Skoyles will meet to discuss.

- 7. Pool Feasibility - Scott DeMartelaere** – A third-party, Design Intent Architects, performed a detailed review and assessment of the pool and bathhouse and provided options to potentially proceed with.
- a. Assessment** –
- i. **Bathhouse** – In need of repairs and renovation of the cracking floors and walls, replacement of outdated pool mechanical and heating systems to comply with building code regulations, and to address the accessibility standards deficiencies.
 - ii. **Pool** – The pool is 48 years old, which has far surpassed the average life of 30 – 40 years, and there are a multitude of concerns:
 1. Damage to the top of stainless steel pool wall and some panels are missing vertical bracing and horizontal tie rods.
 2. Poor condition of pool floor structure with extensive cracking.
 3. Infrastructure of the pool deck has many areas that could possibly contribute to physical injury of users. There are several areas of uneven cement and uplifts at control joints.
 4. Increased costs associated with the operation and maintenance under existing conditions.
 5. Requires new drains and piping back to bathhouse.
 6. Requires new mechanical equipment.
 7. Requires ADA access lift and walk in steps.
 8. Pool is not in compliance with industry safety standards, Americans with Disabilities Act (ADA), Pool and Spa Safety Act – Anti Entrapment (VGB), Minnesota State Health Code and 10 Stage Aquatic Design Standards.
- b. Pool and Bathhouse Options** – All options below reflect the added design fees to come to the full cost that will be charged.
- i. **Option A** –
 1. In-Depth Renovation of Existing Pool and Bathhouse - \$2,240,000.
 - a. Annual Household Cost - \$540 for 20 years.
 - b. If State Bond Can Be Obtained, Annual Household Cost - \$178 for 20 years.
 - c. Anticipated to last approximately 20 years.
 2. New Pool Within Existing Pool and Renovation of Existing Bathhouse - \$2,400,500.
 - a. Annual Household Cost - \$590 for 20 years.
 - b. If State Bond Can Be Obtained, Annual Household Cost - \$229 for 20 years.
 - c. Anticipated to last approximately 40 years.
 - ii. **Option B** –
 1. New Pool Similar to Existing One, Potable Splashpad (water from water tower), and New Bathhouse - \$2,724,500.
 - a. Annual Household Cost - \$656 for 20 years.
 - b. If State Bond Can Be Obtained, Annual Household Cost - \$292 for 20 years.
 - c. Anticipated to last approximately 40 years.
 2. New Pool Similar to Existing One, Recirculating Splashpad (water can be heated and is part of pool system), and New Bathhouse - \$2,950,100.
 - a. Annual Household Cost - \$710 for 20 years.
 - b. If State Bond Can Be Obtained, Annual Household Cost - \$349 for 20 years.
 - c. Anticipated to last approximately 40 years.
 - iii. **Option C** –
 1. New Zero Entry Pool with 3 Lane Lap Pool, Diving Board, Integrated Splashpad, and New Bathhouse - \$3,135,750.
 - a. Annual Household Cost - \$755 for 20 years.
 - b. If State Bond Can Be Obtained, Annual Household Cost - \$394 for 20 years.
 - c. Anticipated to last approximately 40 years.
 - iv. **Option D** –
 1. New Zero Entry Pool with 3 Lane Lap Pool, Water Slide, Plunge Pool, Diving Board, Potable Splashpad (water from water tower), and New Bathhouse - \$4,032,000.
 - a. Annual Household Cost - \$971 for 20 years.
 - b. If State Bond Can Be Obtained, Annual Household Cost - \$610 for 20 years.
 - c. Anticipated to last approximately 40 years.
 2. New Zero Entry Pool with 3 Lane Lap Pool, Water Slide, Plunge Pool, Diving Board, Recirculating Splashpad (water can be heated and is part of pool system), and New Bathhouse - \$4,256,000.
 - a. Annual Household Cost - \$1,025 for 20 years.
 - b. If State Bond Can Be Obtained, Annual Household Cost - \$663 for 20 years.
 - c. Anticipated to last approximately 40 years.

Pool Insurance Requirements –

- v. Any public pool requires a lifeguard chair.
 - vi. Slide requires a tenant (someone to oversee slide – doesn't need to be trained lifeguard)
 - vii. Option A - 2 lifeguards required
 - viii. Option B - 2 lifeguards required
 - ix. Option C – 3 lifeguards required
 - x. Option D - 3 or 4 lifeguards required
- c. State Bonding** – Need to be committed to the project (pay costs up front) or may not receive bond.
- d. Next Step** – Review options and decide on which one we would like to proceed with. Mayer will talk with Jim Joy to obtain feedback on getting bond funds.

E. CONSENT AGENDA

1. Bills
2. Council Reports
3. EDA Report

a. EDA is donating \$2,500 to proceed with a \$10,000 grant for the Art Club at the High School.

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

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

F. ADDITIONAL BILLS

- a. No additional bills.

M/S/CU: Anderson/Ronning to approve no additional bills.

G. STAFF REPORT

1. **Brandon Reber, Moore Engineering** – The City has a high-level Capital Improvement Plan (CIP) for all projects (roads, pool, equipment, etc.). A more detailed CIP plan will be created to see how it fits in with the long-term plans/requirements of the City and identify what the utility rates need to be. Beaudine will schedule a meeting to discuss this. Reber will confirm if AMI metering would be eligible for a grant. Lead service line inventories have been approved by the state.
2. **Brenda Seley, Nutrition Coordinator** – Seley is on medical leave and the sub is taking care of the Nutrition Center needs.
3. **Dave Coufal, Fire Chief**
 - a. **Fire Calls** - There were six fire calls: one landing zone, one motor vehicle accident, two mutual aids, one false alarm, and one large structure fire on Saturday where there were 13 fire departments there. Equipment for the fire was called in by the farmer, not by the fire department.
 - b. **Old Fire Truck** – An offer was received in the amount of \$10,000. The removal of some emergency equipment is required per State Statute.
M/S/CU: Ronning/Anderson to approve the sale of the old fire truck in the amount of \$10,000 contingent on the City and the individual buying the truck signing a contract to transfer the title.
 - c. **Fire Hose Quotes** – Received quote in the amount of \$4,342 and can use some of the \$6,400 received from the state.
 - d. **Donation** – Received donation in the amount of \$1,000 from Cormorant Lakes Sportsman Club.
M/S/CU: Ronning/Anderson to approve donation of \$1,000 from Cormorant Lakes Sportsman Club.
 - e. **Chief's Conference** – This conference is being held this week.
 - f. **PLC Lost Memory Programming** – During power outages the PLC power battery backup went out and lost programming. This is being reprogrammed this week.
 - g. **SCBA's** – Have 15 SCBA's and someone is coming into re-certify them in December. New units are \$8,000 each.
 - h. **Fire Engine 2** – In 2026 this fire engine will need to be replaced and Coufal is working on a grant. The expense is \$500,000.
 - i. **League of MN Cities and Insurance** – Other fire departments deal directly with the league and not a middle person. Mikkelsen will look into this for insurance as well as lowering the deductible.
4. **Carly Olson, Municipal Liquor Manager**
 - a. **Auto Fryer** – The fryer was 24 years old and stopped working so a bigger fryer was purchased as well as an oven for \$16,000.
 - b. **New Employee** - Kiera Sannes has been hired at Grade 1, Step 2.
M/S/CU: Ronning/Mayer to approve Kiera Sannes new hire at Grade 1, Step 2.
5. **Brady Burnside, Police Chief** – New building and office is going well. Burnside has a senior from the high school shadowing him for 1.5 hours as part of the work base program.

6. **Todd Frank, Utility & Public Works Superintendent**

- a. **Electrical Update** – Replacement of old electrical is complete and there will be one short outage scheduled in the middle of the night to put new fuses in. This final outage is required to wait to change fuses until the new electrical cooled off. It is expected that the outage will last about 30 minutes.
- b. **Power Outage Letter** – There were 14 communications regarding the timing of the power outage via Facebook posts, City website, postings at City Hall and the Post Office, as well as personal delivery to businesses and the school. Even though the school was notified, Tim Godfrey posted on the school site, and sent out an email and voicemail to all parents stating the following:
Lake Park Utilities has decided to undergo unplanned power outages this week. Unfortunately, the district was not informed. Today we were able to manage serving our students but may encounter further outages throughout the week. If you have concerns, please call city utilities and issue those concerns.

This resulted in numerous calls to the City. A letter has been written to the school board. The letter is acceptable to Ramstad Skoyles, and the City Council will send the letter.

M/S/CU: Ronning/Anderson to approve Beaudine sending the letter to the school board.

- c. **New Apartment Complex** – Have been terminating wires. Have new gas lines in. Frank will talk with Turnkey about turning the head of the fire hydrants around per Coufal request.
- d. **R & R Trucking** – Have been terminating wires. Will be moving their body shop.
- e. **Water Tower** – On October 15, 2024 the water tower will be drained and cleaned out.

7. **Dylan Ramstad Skoyles, City Attorney**

- a. **BGR Dairy** – BGR has retained an attorney, and a letter was received and responded to stating the City has the authority to assess. The Cuba Township also has authority to assess and will if needed. Await response whether their attorney agrees with City's authority. Ramstad Skoyles is comfortable with passing Resolution 24-1001 adding the parcel number. The Becker County Fee is \$100 to add the amount to BGR's property taxes, and the City determines the term. Coufal's recommendation is to give BGR 12 months to pay the bill, with the \$100 fee, and with Becker County's recommendation on what to charge for interest.

M/S/CU: Anderson/Ronning to approve Resolution 24-1001 adding the parcel number and to give BGR 12 months to pay the bill including the \$100 Becker County fee and interest recommended by Becker County.

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

8. **Sarah Mikkelsen, City Clerk-Treasurer**

- a. **Budget Fund Summaries**
- b. **Gambling Permit – Lake Park Betterment Association Fundraiser** – The fundraiser is Purse Bingo on November 15th and the permit for gambling has been granted.

M/S/CU: Ronning/Anderson to approve granting of the gambling permit for Purse Bingo.

H. **NEW BUSINESS**

1. **Gambling Permit for Midnite Riders** – Request to grant the annual gambling permit.
M/S/CU: Ronning/Anderson to approve granting of the gambling permit for Midnite Riders.
2. **NSI Contract** – Every year in October the City receives the contract from NSI requesting a bid for the amount that will be refunded per Nutrition Center meals. Mikkelsen reviewed the contract and gathered the Nutrition Center expenses. The City received a grant from TEAM Foundation which provided funds for a new gas oven, new door and window, and meal containers. There was agreement with Mikkelsen's proposal of raising the refund amount by .92 cents per meal.
M/S/CU: Anderson/Ronning to approve requesting NSI to increase the refund amount by .92 cents per meal.

I. **OLD BUSINESS**

1. **Pay Study** – A previous pay study was provided to Beaudine for review, and it will be sent to the other Council members. This will be tabled until the next City Council meeting.
2. **Dr. Midthune Public Safety Building – Available Office Space** – The office available is 12' x 17', there is one wall angled, utilities are included, and rent is \$300 per month.
3. **COLA** – Reviewed proposed cost of living scale.
M/S/CU: Ronning/Anderson to approve proposed cost of living scale.

J. **OTHER BUSINESS**

1. **Vacant City Council Seat** – When there is an open seat on the City Council, the Council can appoint someone. If someone is interested, they can call the City Office and/or attend the next City Council meeting.

K. ANNOUNCEMENTS

1. **Elections** - November 5th - Lake Park City Residents, City Center, 7:00 a.m. – 8:00 p.m.
2. **Next Council Meeting** - TUESDAY November 12th, not on Veteran's Day November 11th because it is a City holiday.

L. ADJOURNMENT

M/S/CU: Ronning/Anderson to adjourn meeting at 8:58 p.m.

THESE MINUTES WERE OFFICIALLY APPROVED AT THE REGULAR MEETING ON NOVEMBER 12, 2024.

John Beaudine, Mayor

Sarah Mikkelsen, City Clerk-Treasurer