



## LAKE PARK CITY COUNCIL MINUTES

2032 2<sup>nd</sup> Street, Lake Park, MN 56554

November 12th, 2024 - 7:00 p.m.

Page 208

### 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:** Chris Bromeling, Brady Burnside, Tammy Charbonneau, Dave Coufal, Todd Frank, and Sarah Mikkelsen
- **Contracted:** Brandon Reber, and Dylan Ramstad Skoyles
- **Media:**
- **Guests:** Abby Anderson, Marie Nelson, Sue Schlueter, Keith Zachariason, and Brad Cossette

### B. APPROVAL OF MINUTES –

#### 1. Minutes of 10/14/24 Regular City Council Meeting

**M/S/CU:** Ronning/Anderson to approve 10/14/24 regular meeting minutes.

### C. ADDITIONS AND/OR REMOVALS

### D. PUBLIC FORUM & CORRESPONDENCE – Open 7:03 p.m.

1. **Public Hearing – C and C Realestate, LLC – Labelle Acres Final Plat** – Final Plat provided with easement added and Title Commitment has been provided.

**Close 7:05**

**M/S/CU:** Ronning/Mayer to approve C and C Realestate, LLC Labelle Acres Final Plat.

### E. CONSENT AGENDA

1. **Bills**
2. **Council Reports**
3. **EDA Report**
  - a. **Walking Path Grant** – Approval given for EDA to proceed with grant.  
**M/S/CU:** Ronning/Anderson to approve EDA proceeding with the walking path grant.
  - b. **Electronic Sign** – DOT requires sign to be moved out of the right of way and a permit is required.  
**M/S/CU:** Ronning/Anderson to approve Consent Agenda.  
**Roll Call:** Anderson – Aye, Beaudine – Aye, Mayer – Aye, Ronning - Aye

### F. ADDITIONAL BILLS

- a. **Additional Bills** – Totaling \$31,996.88.
  - b. **Additional Additional Bills** – Totaling \$157.50.
- M/S/CU:** Ronning/Mayer to approve additional bills and additional additional bills.

### G. STAFF REPORT

1. **Brandon Reber, Moore Engineering** – Mikkelsen, Frank, Beaudine, and Reber will meet to discuss Capital Improvement Plan (CIP). Plan on going to State to request Bond money for the street project.
2. **Brenda Seley, Nutrition Coordinator** –
3. **Dave Coufal, Fire Chief**
  - a. **Fire Calls** - There were five fire calls: two alarms, two fires, and one false alarm.
  - b. **Old Fire Truck** – Previous offer backed out and it is requested to bring the truck straight to auction. Ramstad Skoyles confirmed the Fire Department should remove material and he will provide the statute to Coufal. Mikkelsen will lead this.  
**M/S/CU:** Ronning/Anderson to approve bringing the old fire truck to auction.
  - c. **Compost** – Will be burned by Fire Department.
  - d. **Bergren Fire** – Await receipt of bills from Ulen and Callaway Fire Departments. Total bills received currently are \$37,139.37. Bill will not be itemized.  
**M/S/CU:** Ronning/Anderson to approve fire bills as presented.
4. **Carly Olson, Municipal Liquor Manager**
  - a. **Inventory** - Will be reduced by end of year.

5. **Brady Burnside, Police Chief**
  - a. **Use of Body-Worn Cameras Policy** – This is a POST accepted policy. Cameras have also been installed in squad cars.  
**M/S/CU:** Mayer/Ronning to approve Use of Body-Worn Cameras Policy.
  - b. **Becker County Hazard Mitigation Policy** – Policy is on the City website, City Facebook, and posted in town, and is in the public comment phase.
  - c. **Raiders Apartment Building Parking** – Lake Street parking is going well and there have been minimal complaints.
6. **Todd Frank, Utility & Public Works Superintendent**
  - a. **Pickup Quotes** – Chevy is low bid and is in the approved budget.  
**M/S/CU:** Beaudine/Anderson to approve purchase of work truck for \$51,200.
7. **Dylan Ramstad Skoyles, City Attorney**
  - a. **BGR Dairy Fire** – BGR has retained an attorney, and a letter was received that they want to only pay \$12,000 instead of the full amount of \$74,000. At the 9/9/24 City Council meeting BGR promised to pay the full amount by 9/10/24. City Council is in agreement to proceed with collecting the full amount.
8. **Sarah Mikkelsen, City Clerk-Treasurer**
  - a. **Budget Fund Summaries**
  - b. **Nutrition Services Contract** – The request for receiving an additional .92 cents per meal was denied. Nutrition Services will provide an additional .33 cents per meal, equaling a total of \$8.68 reimbursement per meal. The contract has been signed.
  - c. **Payment Date for Sick and Compensatory Time** – Currently policy book reflects this will be paid in January. It is preferred that it's paid in December so it's paid in the year it was earned.  
**M/S/CU:** Anderson/ Ronning to approve paying sick and compensatory time on the last payroll of the year.
  - d. **Canvas Election** – Total ballots need to be passed and signed.
    - i. **Mayor** – John Beaudine – 300 votes, Write-In – 23 votes
    - ii. **City Council** – Andrea Pollock – 224 votes, Keith Zachariason – 276 votes, and Write-In – 28 votes

**M/S/CU:** Ronning/Anderson to approve election votes as presented.

## H. NEW BUSINESS

1. **Utility Rates** – Following the study that was completed, below are the increased rates that are effective 1/1/25. This information will go out in the next utility billing:
  - a. **Resolution 24-1101 – Gas Rates** – 1% increase  
**M/S/CU:** Anderson/Ronning to approve gas rate 1% increase.  
**Roll Call:** Anderson – Aye, Beaudine – Aye, Mayer – Aye, Ronning - Aye
  - b. **Resolution 24-1102 – Electric Rates** – 1% increase  
**M/S/CU:** Anderson/Ronning to approve electric rate 1% increase.  
**Roll Call:** Anderson – Aye, Beaudine – Aye, Mayer – Aye, Ronning - Aye
  - c. **Resolution 24-1103 – Water Rates** – 6% increase  
**M/S/CU:** Anderson/Ronning to approve water rate 6% increase.  
**Roll Call:** Anderson – Aye, Beaudine – Aye, Mayer – Aye, Ronning - Aye
  - d. **Resolution 24-1104 – Sewer Rates** – 1% increase  
**M/S/CU:** Anderson/Ronning to approve sewer rate 1% increase.  
**Roll Call:** Anderson – Aye, Beaudine – Aye, Mayer – Aye, Ronning - Aye
2. **Lakes Accounting Lease** –
  - a. **Renewal January 1, 2025** – Current lease is \$500 rent with \$50 late fee and they pay property taxes. They are not current on paying late fees or property taxes. Mikkelsen will send reminder email to Lakes Accounting showing the amount that is in default. The final contract will be reviewed/approved at the 12/9/24 City Council meeting.
3. **Towerpoint – Water Tower Lease** – AT & T contract is done in 2029.

## I. OLD BUSINESS

1. **Pay Study** – Pay Equity Study requires males and females be paid equitably. Pay Study compares wages against other similar companies. Beaudine looked up salaries of neighboring towns online and will provide information to the rest of the City Council members and Mikkelsen.

2. **Grant Update** – Reber reached out to DEED to confirm if the City of Lake Park would qualify for the \$600,000 grant for street updates, and they confirmed it doesn't meet the intent of the program and the City would get denied at the pre-application phase. City Council consensus is to not move forward. Beaudine will notify Steven Dewald and John Mayer.
3. **Pool Feasibility** – Would like to set a date in January/February for open meeting for town residents to review feasibility study findings. Ronning will identify date options.
4. **League Insurance** – Mikkelsen looked into whether the City can work directly with the League of Minnesota Cities (League). The League confirmed that it is required to have a licensed MN insurance agent for Property and Casualty coverage and you cannot go directly to the League for this. For Work Comp, the City can go directly to the League. The current deductible for each department is \$2,500. To lower this deductible to \$250 it would cost an additional \$4,200 annually. Mikkelsen will confirm if a change can be made outside of the renewing timeframe. This is tabled.

**J. OTHER BUSINESS**

**K. ANNOUNCEMENTS**

1. **Truth and Taxation Meeting** – December 3<sup>rd</sup>, 2024 at 7:00 p.m. Three council members are required, Ronning, Mayer, and Beaudine will attend.
2. **Legion Benefit** – Tim Olsen benefit is on January 11<sup>th</sup>, 2025 from 3:00 – 7:00 p.m.

**L. ADJOURNMENT**

**M/S/CU:** Ronning/Anderson to adjourn meeting at 8:15 p.m.

**THESE MINUTES WERE OFFICIALLY APPROVED AT THE REGULAR MEETING ON DECEMBER 9, 2024.**

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John Beaudine, Mayor

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Sarah Mikkelsen, City Clerk-Treasurer