CALL TO ORDER

1. Meeting called to order by Mayor Keith Zachariason at 7:00 PM at the Lake Park City Center.

A. ROLL CALL

1. Members Present: Jon Anderson, John Warling, Keith Zachariason,

2. Members Absent: Dan Aune, John Beaudine

3. Staff: Todd Frank, Brady Burnside, Dave Coufal, James Endersby, Lonnie Neuner, Sarah Mikkelsen

4. Contracted Services: Charlie Ramstad

5. Media: None

6. Guests: Alice Raknerud, John Raknerud

B. ADDITIONS AND/OR REMOVALS

a. Neuner: South 10 Special

b. Ramstad: Lake Park Development TIF

c. Warling: Liquor Store Parking Lot

C. PUBLIC FORUM & CORRESPONDENCE

D. CONSENT AGENDA

1. Minutes of 8-13-18 Regular Meeting

2. Bills

a. Zachariason asked if this was the last year of payment to the Becker County Museum. Neuner: Yes, this is the last installment.

3. Council Reports

**M/S/CU:** Anderson/Warling to approve the consent agenda.

**Roll Call:** Warling – Aye; Zachariason – Aye; Anderson – Aye;

E. ADDITIONAL BILLS

a. Additional bills total $187,539.69

b. Warling voiced concern with Liquor Store Parking lot payment due to areas that gather water after rainfall. Council discussed options and directed Frank to contact Driveway Services on if/how we should fix these areas of concern.

**M/S/CU:** Warling/Anderson to approve the additional bills.

F. STAFF REPORT

**1. Dave Coufal, Fire Chief**

a. 2 fire calls: 1 fire/1 hazardous

b. DNR Grant received: $3,000 with matching funds

c. Resignation from Jason Kirkwood

**M/S/CU:** Warling/ Anderson to accept resignation from Jason Kirkwood dated September 4, 2018.

d. Department will be purchasing UTV tracks from the sale of the old ATV, ticket sales and grants.

e. September 26: Lake Park will be hosting a Becker County Disaster Drill at 6 pm. The Lake Park Fireman, Alert and Police will be involved in this drill. No details are being released.

f. Coufal reported he is working on FEMA grant for washer/dryer.

**2. Brenda Seley, Nutrition Coordinator-absent**

**3. Carly Olson, Liquor Store Manager-absent**

a. Employee Step Increases: Neuner spoke in Olson’s behalf. Olson would like to raise employees’ steps on Step and Grade Scale.

**M/S/CU:** Anderson/Warling to approve Step increases for:

1. Brittany Ronning, Grade 1, Step 5

2. Kelly Stark, Grade 1, Step 4

3. Kayla Bjornson, Grade 1, Step 10

**4. Brady Burnside, Police Chief**

a. Secured road closure from Becker County for Pumpkin Fest.

b. Car clean-up is moving slow, but making progress.

c. Prices on squad car increasing 5% in 2020 and will be hybrid. Only a week left to order for 2019. Current squad car has 67,000 miles and Burnside recommends that a new squad is not needed but wanted Council to be aware of the future pricing.

d. Burnside will be absent for the October 8th Council Meeting.

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

a. Transformer bid opening will be Thursday, September 13th at 12:00 noon.

b. Received a $32,000 quote for Raider Road street lights. That doesn’t include our labor and machinery cost.

c. Utility Extension Rate is currently $10/ft for boring at homeowner’s expense. Should the Council reconsider cost for homeowner’s? Council asked Frank to check with neighboring cities on their charges and it will be discussed at next meeting.

**6. Charlie Ramstad, City Attorney**

a. TIF 1-2 and TIF 1-3: Lake Park Development, LLC would like to transfer their name to LPD, LLC. Transferring names would not change conditions of the TIFs.

**M/S/CU:** Warling/Anderson to consent to approve assignment on TIF 1-2 from Lake Park Development, LLC to LPD, LLC.

**M/S/CU:** Anderson/ Warling to consent to approve assignment on TIF 1-3 from Lake Park Development, LLC to LPD, LLC.

**7. Lonnie Neuner, City Clerk-Treasurer**   
a. Review of Trial Balance

b. 2019 Tax Levy: The General Fund budget has been in the negative for past few years. Three options are presented for Council to consider for closing the gap in the General Fund.

**M/S/CU:** Warling/Anderson recommends Option 2: 6 year plan. Moderate levy increases at 8% for years 2019-2024.

c. South 10 Special Assessment: City of Lake Park received funds for South 10 Special Assessment. City needs to pay Becker County EDA and they will pay ½ to Lake Park EDA.

**M/S/CU:** Anderson/Warling to approved payment to Becker County EDA in the amount of $32,589.90.

**8. Moore Engineering, City Engineer, Dan Hanson**

a. Drafted IUP and will have improved plans by March. In Phase 3, Waste Water Improvements-do we want to continue the next phase Spring of 2019. Bidding can be advertised in January/February if you wish to proceed.

**Council Consensus:** Asked Hanson to bring in proposal for October’s meeting and discuss options.

G. NEW BUSINESS

1. Electric Transformer Project: Open bids on Thursday, September 13, 2018. A Special Meeting will be posted within 30 days to Award Bid.

2. Proclamation: A request sent to the City to adopt a proclamation endorsing October 15th as Pregnancy and Infant Loss Remembrance Day. Open for discussion and there was no interest.

**Council Consensus:** request not accepted.

H. OLD BUSINESS

FYI: Legacy Foundation and LP EDA may be coming efforts with finances and location on an electronic message board sign – installation may be summer of 2019.

I. OTHER BUSINESS

J. ANNOUNCEMENTS

K. ADJOURNMENT

**M/S/CU:** Warling/Anderson to adjourn meeting at 8:17 PM.