CALL TO ORDER

1. Meeting called to order by Mayor Keith Zachariason at 7:04 PM at the Lake Park City Center.

A. ROLL CALL

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

2. Members Absent: John Beaudine

3. Staff: Todd Frank, Dave Coufal, Carla Olson, Sarah Mikkelsen

4. Contracted Services: Tyson Hajicek

5. Media: None

6. Guests: Alice Raknerud, John Raknerud, Kevin Dornbush, Dalton Dornbush, Luke Mattson, Roger Mattson

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE

D. CONSENT AGENDA

1. Minutes of 9-10-18-18 Regular Meeting

2. Minutes of 9-24-18 Special Meeting

3. Bills

a. Do not send the BNSF check from bills to be approved. Lease agreement needs to be reviewed before sending payment due to demolition of NP building.

4. Council Reports

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

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

E. ADDITIONAL BILLS

a. Additional bills total $20,697.25.

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

F. STAFF REPORT

1. Moore Engineering, City Engineer: Tyson Hajicek

a. Hajicek shared proposal for Phase 3. Project cost estimated at $770,000. Plans and specs deadline is March 26, 2019. No buyout penalty on loan and preliminary loan can be pulled.

2. Dave Coufal, Fire Chief

a. 1 call

b. Coufal recommends three firemen/firewoman be removed from probationary period: Jordan Jones, Robin Johnson, Nick Krejce

**M/S/CU:** Aune/Anderson to accept recommendation to remove Jordan Jones from probationary period.

**M/S/CU:** Anderson/Warling to accept recommendation to remove Robin Johnson from probationary period.

**M/S/CU:** Warling/Aune to accept recommendation to remove Nick Krejce from probationary period.

c. Next month another recommendation to remove a fireman from probation.

d. First annual Open House, October 9th.

e. Received two applications. Currently have 19 members, full crew is 24.

f. Supervised someone who needed to fulfill community service on October 6th. Coufal was pleased with the work completed and is willing to accept more community service workers.

g. Letter of Intent needed from Neuner for washer/dryer grant. Cost of units are approximately $20,000.

**M/S/CU:** Aune/Warling to approve writing a Letter of Intent for purchasing the washer/dryer to apply for a grant.

h. Coufal asked for advice on what electrician and plumber to hire if washer/dryer units are purchased. Council recommended Bergman’s for plumbing and Ace Electric for electrical.

3. Brenda Seley, Nutrition Coordinator - absent

4. Carly Olson, Liquor Store Manager

a. Missed last meeting but Olson wanted to share her gratitude for the Fire Department on their help with a successful Customer Appreciation.

5. Brady Burnside, Police Chief - absent

6. Todd Frank, Utility & Public Works Superintendent

a. Transformer contract sent to Ramstad for review.

b. Preparations for the upcoming winter.

c. MNOPS will be doing their inspection this week.

d. Frank documented and mapped AT&T and Wi-Fly inventory on water tower.

7. Charlie Ramstad, City Attorney - absent

8. Lonnie Neuner, City Clerk-Treasurer - absent  
a. Review of Trial Balance

1. Aune would like a report on Transfers for Fund Balances and Cash Reserves through September.

b. Part time Police Officer Pay

1. The part-time Police Officer is not placed our Step & Grade System. Burnside recommends Grade 7, Step 9.

**M/S/CU:** Warling/Anderson to approve recommendation of part-time Police Officer to be placed on Step & Grade System: Grade 7, Step 9.

c. Electric Fund/Electric Project

1. Discussion of electric project cost and options for funding. Aune wants Frank to

contact neighboring cities and MMUA for information on gas reserves.

G. NEW BUSINESS

1. HOMe Program

1. HOMe Program has been created to help those who work in Becker County own a home in Becker County. HOMe funds can be used to close the affordability gap by assisting eligible homebuyers with down payment assistance for their home purchases in Becker County. Council discussed HOMe Program and elected not to participate.

2. Nutrition Services Contract

a. Contract is up for renewal. Discussion on prices of meal and reimbursement.

**Council Consensus:** Neuner and Seley negotiate terms of Nutrition Services Contract.

H. OLD BUSINESS

I. OTHER BUSINESS

J. ANNOUNCEMENTS

1. Stop Lights will be installed by the end of the week and working soon after.

K. ADJOURNMENT

**M/S/CU:** Warling/Anderson to adjourn meeting at 7:58.