CALL TO ORDER

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

\*Lonnie gave the oath of office to John Beaudine and Jon Nelson.

\*Accept resignation of Dan Aune.

**M/S/CU:** Anderson/Beaudine to approve resignation of Dan Aune.

A. ROLL CALL

1. Members Present: Jon Anderson, John Beaudine, Keith Zachariason, Jon Nelson

2. Members Absent:

3. Staff: Dave Coufal, Todd Frank, Carly Olson, Brady Burnside, Lonnie Neuner, Sarah Mikkelsen

4. Contracted Services: Charlie Ramstad, Tyson Hajicek

5. Media: Tammy Odegaard

6. Guests: None

B. ADDITIONS AND/OR REMOVALS

C. CONSENT AGENDA

1. Minutes of 12-10-18 Regular Meeting

2. Bills

3. Council Reports

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

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

D. ADDITIONAL BILLS

**M/S/CU:** Anderson/Beaudine to approve the additional bills totaling $20,323.67

E. STAFF REPORT

**1. Moore Engineering, City Engineer: Tyson Hajicek**

a. Discussion on sewer relining project and next phase and timeline with transformer cost for our community. Hajicek said he will revisit this project early summer 2019 for a 2020 timeline.

**\*Council Consensus:** Wait one year to do next phase for sewer relining project due to the cost of the upcoming transformer project, will revisit this summer.

**2. Dave Coufal, Fire Chief**

a. 2 fire calls: 1 assist life flight, 1 false alarm

b. Rules & Regulations are being reviewed and possibly updated by City Attorney.

c. Grant updates: Received grant for washer and dryer. Will be installed in near future. BNSF has a grant opening, will apply for gas test equipment. No word from FEMA.

d. B&D has been maintaining the fire tire trucks but it was decided that RDO will be handling all future maintenance.

e. Fire Contracts: Coufal would like to contact townships and discuss option of raising rates 1%.

f. Resolution 19-101 – Riceville Township Fire Protection

**M/S/CU:** Beaudine/Anderson to approve Resolution 19-101 – Riceville Township Fire Protection.

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

g. Resolution 19-102 – Cormorant Township Fire Protection

**M/S/CU:** Anderson/Nelson to approve Resolution 19-102 – Cormorant Township Fire Protection.

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

h. Resolution 19-103 – Cuba Township Fire Protection

**M/S/CU:** Nelson/Anderson to approve Resolution 19-103 – Cuba Township Fire Protection.

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

i. Resolution 19-104 – Hamden Township Fire Protection

**M/S/CU:** Anderson/Beaudine to approve Resolution 19-104 – Hamden Township Fire Protection.

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

j. Resolution 19-105 – Lake Park Township Fire Protection

**M/S/CU:** Beaudine/Nelson to approve Resolution 19-105 – Lake Park Township Fire Protection.

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

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

**4. Carly Olson, Municipal Liquor Manager**

a. Olson stated that they had a successful month for profit.

b. Mid-Nite Rider’s Old Timers Run is in a few weeks, February 2nd.

c. Inventory went well.

**5. Brady Burnside, Police Chief**

a. Squad car is fixed and running well.

b. OPTICOM is out of service until spring, the technicians will be researching issue at that time.

c. Due to the stoplights, warning/hazard lights will not be needed for Old Timer’s Run. Should be controlled and safer with stoplights.

d. Snow removal went well and minimal vehicles on streets.

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

a. Council extending thank you and appreciation to the Utility department for the Christmas lights around town. It looks great and festive.

b. Transformer Project: specs are in and we have 10 days to approve at a special meeting. Engineer will be looking at specs and give us their approval.

c. Equipment and Labor Fees: Contacted other towns and what they are charging. Updated fees and will be reviewed annually.

**M/S/CU:** Beaudine/Nelson to approve updated Equipment and Labor Fees, effective January 1, 2019.

d. Frank shared that they have been painting and reorganizing the Utility office.

**7. Charlie Ramstad, City Attorney**

a. Water Tower Lease: Ramstad is giving the structural study completed by AT&T to the City Engineer to review. AT&T has proposed a lease to take down carousal and guarantee structural strength with modifications for all equipment with a guaranteed annual lease until 2027 with an annual 3% increase. Timeframe is approximately 3 days to modify the carousal. Wi-Fly will need to install their antennas at that time, if contract is renewed. Ramstad will update council with findings from our City Engineer and move forward with AT&T if structural study is accurate.

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

b. Storm Water Utility: When repairs are needed we can cover repairs and maintenance if we charge an additional monthly charge on the utility bill.

**M/S/CU:** Anderson/Nelson to increase the storm water utility an additional $1 to each customer, effective with February 2019 billing.

c. City Economic Development Fund: Discussion on options for closing the City EDA fund and where to transfer. LP EDA may want to use it for billboard sign and electrical work. Neuner has confirmed with auditor that monies can be transferred.

**M/S/CU:** Anderson/Nelson to approve transferring City EDA money to LP EDA fund in the amount of $49,712.00.

F. NEW BUSINESS

1. EDA Reappointments: John Beaudine and Abby Anderson are up for reappointment.

**M/S/CU:** Anderson/Nelson to reappoint John Beaudine and Abby Anderson to EDA board.

2. Designation of Meeting Date & Time; Liaisons, Official Wages & Rates, Mileage Reimbursement - $.58/mile

**M/S/CU:** Anderson/Nelson to approve 2019 Official Information Page.

3. Labor & Equipment Fees: refer to E Staff Report, 6c

6. Resolution 19-106 – City Depository & Newspaper

**M/S/CU:** Anderson/Beaudine to approve Resolution 19-106- City Depository & Newspaper.

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

7. Resolution 19-107 – Fire Department Premise Permit

**M/S/CU:** Nelson/Anderson to approve – Fire Department Premise Permit.

**Roll Call:** Anderson – Aye; Beaudine – Aye; Zachariason – Aye; Nelson – Aye

9. Tobacco License

**M/S/CU:** Nelson/Anderson to approve Tobacco License for the Lake Park Liquor Store.

10. Lake Country Service Coop Renewal

**M/S/CU:** Beaudine/Nelson to approve Lake Country Service Coop 2019 Membership Agreement.

11. Council Seat: Seat may be appointed at the February Council meeting. Applications will be available in the City Office until January 31st, 2019 at 4:00 pm. Will be advertised until on Website and Facebook.

H. OLD BUSINESS

I. OTHER BUSINESS

J. ANNOUNCMENTS

K. ADJOURNMENT

**M/S/CU:** Anderson/Nelson to adjourn meeting at 8:28 PM.