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 Beaudine, Keith Zachariason, Jon Nelson

2. Members Absent:

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

4. Contracted Services: Charlie Ramstad

5. Media:

6. Guests: None

B. ADDITIONS AND/OR REMOVALS

1. Neuner add to Staff Report #8: b. Amendment to Zoning Fee

2. Zachariason add to New Business: #2. Appointment of Council Member

C. CONSENT AGENDA

1. Minutes of 1-14-19 Regular Meeting

2. Bills

3. Council Reports

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

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

D. ADDITIONAL BILLS

**M/S/CU:** Beaudine/Nelson to approve the additional bills totaling $85,749.73.

E. STAFF REPORT

**1. Moore Engineering, City Engineer** -absent

**2. Dave Coufal, Fire Chief**

a. 2 fire calls: 1 fire and 1 accident

b. Grant Updates: No FEMA update. Washer/dryer installed but waiting for electrical. BNSF no update. Bremer Auto grant: applying for ice rescue equipment supplies.

c. Rules and Regulations: Tom Winters, City Attorney reviewed and suggested changes. The changes were approved at the Fire Department meeting. Updated Rules and Regulations will be in the March City Council agenda for approval.

d. 10 firemen will be in Mahnomen training the week of February 18-22. Coufal has contacted neighboring departments to be backup.

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

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

a. Old Timer’s Run was a success.

b. January was in the negative, but this month always is expensive to restock inventory.

**5. Brady Burnside, Police Chief**

a. Old Timer’s Run went well. Traffic control went smoothly due to the stop lights. Sled were respectful when crossing highway 5.

b. Street parking in town for snow removal has been decent. A few warnings were issued but removed in a timely manner.

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

a. We have been busy plowing snow and more snow.

b. Fixed a few gas leaks.

c. Contacted DGR an Electrical Firm for a quote on an electrical study on upgrading the city’s electrical. Study would be approximately cost $25,000. Frank states that we need to think about upgrading in the future to our aging electrical system.

d. Transformer: Next step will be advertising, accepting bid and installation.

**7. Charlie Ramstad, City Attorney**

a. AT&T Tower Lease: AT&T would like to revise lease for 2, 5 year terms including a 3% increase. Moore Engineering had KLM review structural study. KLM had some suggestions and recommendations. Moore Engineering has also suggested having KLM be the City Inspector when work is being completed during the structural reconstruction. The KLM fee for on site is $8,950. Council discussion on hiring KLM and who should pay. Beaudine asked about Wi-Fly update. Ramstad is currently working with Wi-Fly about structural study and contract is up for renewal.

**\*\*\*Council Consensus:** Ramstad will contact AT&T with proposal of paying for KLM fee and counteract if needed.

**8. Lonnie Neuner, City Clerk-Treasurer**   
a. Review of Trial Balance: Packet has December revenue not January’s.

b. Amendment to Zoning Fee: Do you want to have a fee attached to the rezoning applications. Ramstad and Council discussion on cost and time for staff. Nelson suggested $350.00 fee. Coufal shared that is very fair because his business to rezone was thousands. Discussion on different zoning needs for Industrial and Commercial.

**M/S/CU:** Beaudine/Nelson to approve $350 fee for rezoning application.

F. NEW BUSINESS

1. Pool Salaries

a. Discussion on raising pool salaries, minimum wage is $9.86.

**M/S/CU:** Nelson/Beaudine to approve hour salary revisions as follows: 1st Year Manager $13, 2nd Year Manager $13.75, Office Staff $9.86, all other positions increase $0.36 and to no longer rent the pool to private parties.

2. Appointment of Council Member

a. Received one application for council seat: John Thoemke. Discussion on application.

**M/S/CU:** Nelson/ Beaudine to approve appointment of John Thoemke.

G. OLD BUSINESS

a. Electronic Sign Update: Zachariason shared the EDA and Legacy Foundation will be continuing to work together on the electronic sign. Updates will be shared as we move forward.

H. OTHER BUSINESS

a. Chief Burnside will be requesting MNDOT to clean west of the medium on Raider Road due to visibility.

b. Frank shared Becker County Maintenance department will be coming this week to clean up the boulevards.

I. ANNOUNCMENTS

a. Anderson shared Lake Park Lutheran Church will be hosting a dinner “Cabin Fever” on February 23. Everyone welcome.

J. ADJOURNMENT

**M/S/CU:** Beaudine/Nelson to adjourn meeting at 8:09 PM.