** LAKE PARK CITY COUNCIL MINUTES** Page 12

2032 2nd Street, Lake Park, MN 56554

June 9, 2025 - 7:00 p.m.

1. **CALL TO ORDER**
* Meeting called to order by Mayor John Beaudine at 7:00 p.m. at the Lake Park City Center.
1. **ROLL CALL**
* **Members Present**: John Beaudine, Kayla Mayer, Andrea Pollock, Britney Ronning, and Keith Zachariason
* **Members Absent**:
* **Staff**: Brady Burnside, Tammy Charbonneau, Dave Coufal, Todd Frank, Sarah Mikkelsen, and Carly Olson
* **Contracted**: Dylan Ramstad Skoyles and Brandon Reber
* **Media**:
* **Guests**: Craig Nelson, Marie Nelson, Jim Olson, Randy Thompson, and Steve Westlund
1. **ADDITIONS AND/OR REMOVALS**
2. **Jim Olson – Becker County –** Work will be doneon2nd Street, and portions of Front Street, 1st Street, and Lake Street. From North of the bridge to County Road 9 asphalt will be removed instead of doing mill and overlay, and South of the bridge roads will be mill and overlay. Starting work Monday, June 16th working on East side sidewalk first. Complete mid-August pending any weather issues. Residents that will be impacted will be notified by Becker County prior to work being started. Moore Engineering will do the inspection work. Becker County will be making the west side of the road downtown into parallel parking.

**D. PUBLIC FORUM & CORRESPONDENCE**

1. **GMC Sealed Bid** – 4 bids were received, and Dana Dabbert won the bid at $12,000.

**M/S/CU:** Beaudine/Ronning approve bid from Dana Dabbert for $12,000 pending receipt of funds. If funds are not received, this will go to the next highest bidder.

1. **Lake Park Betterment Association** – With the pool no longer in the park, some ideas of what could be added for all ages are disc golf, gaga pit, volleyball, tether ball, or pickleball. There are a few playground equipment items that will be fixed (Utilities department has items on order). Insurance may not allow some items i.e. tether ball. Mikkelsen brought previous ideas to the insurance company and none were covered/allowed. There is already a Park Fund that is levied at $15,000 and funds are used every year in maintaining the park which includes lawnmowing equipment, gas, site improvements, etc. Pool expenses levied over the years used to be shared with the school, however, the school stopped contributing so there was a deficit of $30,000 - $40,000 every year for many years. There was discussion with Essentia on their community grants and pickleball and disc golf would both be eligible. Essentia grants have a 30-60 day turnaround and Abby Anderson is working on this with them. Marie will provide list of ideas to Mikkelsen and Mikkelsen will confirm with insurance if the items would be covered. Generally, items that are homemade are not covered.
2. **A.L.E.R.T** – Every 3 years ask for annual support from the City for $2,000 per year for next 3 years. This is approved for 2025, 2026, and 2027. Money for 2023 and 2024 will also be provided to Marie.

**M/S/CU:** Ronning/Mayer approve renewing this donation for the next 3 years as well as money for 2023 and 2024.

1. **Lions Club** – Calling cards available for those interested.

**Close regular meeting 7:27 p.m.**

**Open public hearing 7:27 p.m.**

1. **Westlund Addition – Application for Subdivision** – Purchasing acreage from Randy Thompson. There are 3 Lots, however, Lot 2 and 3 will be combined into Lot 2 so an easement is not needed. The Preliminary Plat drawing will be updated and a copy of purchase agreement provided.

**Close public hearing 7:39 p.m.**

**M/S/CU:** Ronning/Zachariason approve updating Preliminary Plat drawing combining Lot 2 and Lot 3 and provide copy of purchase agreement.

**E. CONSENT AGENDA**

1. **Minutes from 5/12/25**
2. **Bills**
3. **Council Reports**
4. **EDA Report**

**M/S/CU:** Zachariason/Ronning to approve Consent Agenda.

**Roll Call:** Beaudine - Aye, Mayer - Aye, Pollock - Aye, Ronning - Aye, Zachariason - Aye

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**F.**  **ADDITIONAL BILLS**

 **1. Additional Bills**

 **M/S/CU:** Zachariason**/**Mayerto approve additional bills.

**G. STAFF REPORT**

 **1. Brandon Reber, Moore Engineering**

 **a. Becker County Work** – If unable to reach County contact, can reach out to Reber.

 **b. Turnkey Next Building** - May build a row of homes instead of another apartment complex.

 **c. State Bonding Bill** – There is a meeting today to discuss.

 **d. Minnesota Power - Craig Steinguard –** Doing transmission lines from Fargo to Brainard onHighway 10 corridor. Becker County is responsible. Once project is finished the City takes over ownership. Reber to confirm who is responsible and liability for sewer and water if there is any damage.

1. **Brenda Seley, Nutrition Coordinator**

**3. Dave Coufal, Fire Chief**

* 1. **Fire Calls** - There were three fire calls.
	2. **FEMA Grant** – Grant application has been submitted for replacing equipment and to replace Engine 2 in 2026.
	3. **1991 Old Rescue Truck** – Sending to auction and Audubon needs the title prior to the auction. Ramstad Skoyles will provide letter on what needs to be done to the truck.
	4. **Brush Pile** – Fire department will burn brush pile.
1. **Carly Olson, Municipal Liquor Manager**
	1. **Bean Bag League –** Thursday nights in the summer. Utility crew provides cones, poles and caution tape to designate the area.
	2. **Bargo** – Starting on Tuesday nights. There will be no charge and there will be prizes.
	3. **Health Department** – Floor behind the bar is crumbling and Health Department said it needs to be fixed. Will have ceramic tile installed for ~$5,000 on Labor Day weekend being Liquor Store is closed on that Monday.
2. **Brady Burnside, Police Chief**
3. **Todd Frank, Utility & Public Works Superintendent**
	1. **Herzog Roof Quote –** New roof on shop is needed, water is dripping in the office and shop. Requested several quotes and only one company does this type of roof and it will cost $42,000.

 **M/S/CU:** Zachariason/Beaudine to approve proceeding with Herzog roof repair for $42,000.

* 1. **Painting** – Propose hiring someone at Grade 3, Step 5 at $17.99/hour for 2 days a week to complete painting projects.

**M/S/CU:** Zachariason/Ronning to approve hiring someone at Grade 3, Step 5 at $17.99/hour for 2 days a week.

1. **Dylan Ramstad Skoyles, City Attorney**
	1. **Turnkey** –May build a row of homes instead of another apartment complex.

 **8. Sarah Mikkelsen, City Clerk-Treasurer**

 **a. Budget Fund Summaries**

 **b. Audit** – The last item needed was provided to the auditor, and she would like to meet with two council members and any department heads by the end of June and then it is turned into the State.

 **c. Job Classification and Compensation Services Proposal** – Need to recalibrate pay grade scale so all employees are up-to-date and the City is compliant because this is legally required for Pay Equity. The Pay Study representative said to use benchmark communities for comparison. Frank also provided cities with similar utilities. This is tabled so Beaudine will call with the Pay Equity representative. Council will bring the current meeting packet to the next meeting being it is a large packet and to save on copying costs.

 **d. BCBS Health Insurance** – Open enrollment is during June. There is a 15% - 22% increase in cost for some employees. Not all employees take insurance and most employees are still under the threshold of $17,500 per year. The City hasn’t done an increase since 2021 so this is needed. Discussion regarding IRAs in lieu of insurance will be discussed at a later date.

**M/S/CU:** Beaudine/Ronning to approve 20% ($292) increase that City contributes from $1,458 to $1,750 per month.

 **Roll Call:** Beaudine - Aye, Mayer - Aye, Pollock - Aye, Ronning - Aye, Zachariason - No

**H. NEW BUSINESS**

1. **Ordinance 91.20 – Non-Domestic Animals** – Some residents have communicated an interest in having chickens in town. There are no permits approved. Currently City Council would approve permits. This responsibility may potentially be shifted to City Clerk/Treasurer. Tabled for discussion at a future date.

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1. **Transient Merchants Application** – Application was turned in for an ice cream truck to sell pre-packaged ice cream treats.

 **M/S/CU:** Ronning/Pollock to approve application for the ice cream truck.

**I. OLD BUSINESS**

**1. Pool –** There wasone firm that responded to conduct a survey that would show what each resident would be charged for the pool, however, this survey would be costly. The pool would end up costing residents about $4,000,000 with interest and this just isn’t feasible. Discussions will continue on what other things can be done at the park for all age groups.

* + 1. **Essentia Lease** – Await feedback whether Essentia would like to lease the space in the building where

the Police Department was previously located. This space has been open for one year and if Essential doesn’t respond to this last request, the space will be opened up to the public.

1. **Reimbursement Policy** – Suggest having reimbursement based on hourly rate instead of daily rate. A special meeting is not required to approve this. Tabled until the next meeting.

**J. OTHER BUSINESS**

**K. ANNOUNCEMENTS**

 **1. Lake Park Fire Department Father’s Day Breakfast:** June 15th from 8 a.m. – 1 p.m. at the Fire Hall.

**L. ADJOURNMENT**

 **M/S/CU:** Ronning/Zachariason to adjourn meeting at 9:15 p.m.

**THESE MINUTES WERE OFFICIALLY APPROVED AT THE REGULAR MEETING ON JUNE 9, 2025.**

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Sarah Mikkelsen, City Clerk-Treasurer John Beaudine, Mayor