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: John Thoemke

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

4. Contracted Services: Patrick Bakken, Cavin Berube

5. Media:

6. Guests: Rebecca Petersen, WCI

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE

1. Rebecca Petersen – West Central Initiative

a. Ms. Petersen discussed West Central Initiative information about their confidence in the future of west central MN. She shared the strategic framework through collaboration and shared resources for funding in the area.

D. CONSENT AGENDA

1. Minutes of 2-10-20 Regular Meeting

\* Update: F. Staff Report 1. Dave Coufal b. Unit 2 that was purchased from the DNR, needs lighting up grade for the cost of $1,879.59.

\* Ramstad bill was coded incorrectly to Liquor Store and will be corrected to Water Department for water tower lease.

2. Bills

a. Zachariason: Levy $5,000 to Historical Society yearly for five years

3. Council Reports

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

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

E. ADDITIONAL BILLS

**M/S/CU:** Anderson/Beaudine to approve the additional bills in the amount of $5,506.36.

F. STAFF REPORT

**1. Dave Coufal, Fire Chief**

a. 1 fire call- cancelled (Fire Prevention Education is working)

b. Tanker 1 is getting fitted for lights.

c. New body is on chasse, preliminary lighting cost is $7,600. Light bar is needed, quote from Code 4 is $8,636.99.

**M/S/CU:** Anderson/Nelson to approve paying Code 4 with Coufal’s recommendation from the truck fund; bill can be paid when received in office.

d. Interview next Wednesday for fireman. Background will be completed by Burnside. Only one more spot to fill for a full roster.

e. Has warranty info for Tanker 1 when it is put into service.

f. Zachariason would like to extend a thank you for all the fireman that have put time and effort into getting the trucks ready for use and sale.

g. 1995 Chevy and 1993 Freightliner bids, will advertise with DL paper, Facebook and website. Sealed bids will close April 13, 2020 at 4:00 pm. Bids can be accepted or rejected, sold as it, cash, money order or certified check. Bids will be opened evening of April 13th, 2020.

**M/S/CU:** Nelson/Anderson to approve the process for accepting and denying bids for the 1995 Chevy and 1993 Freightliner.

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

a. Mikkelsen reported than Meals on Wheels (home delivery) are in need of volunteer drivers.

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

a. Olson would like to revamp food area, she will call Culinex for ideas.

b. Smoke from burgers are due to tinfoil not being changed every time. A reminder sign to change foil is displayed and staff have been reminded.

c. Nelson told Olson to keep up the good job.

**4. Brady Burnside, Police Chief**

a. No fire calls ☺

b. Waiting for instructions for the Corona Virus, haven’t heard anything yet. Mr. Fontaine hasn’t reached out at this time.

c. Will be contacting residents about the state of their yards after the snow melts.

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

a. Hand held utility readers were updated.

b. Researching new meters.

c. Discussed applicants and interviews.

**6. Moore Engineering, City Engineer, Calvin Berube**

a. Berube and Frank met and reviewed details on sewer project. Plans are almost complete and to be advertised for bids.

**M/S/CU:** Beaudine/Nelson to approve the advertising of finalized plans and specs of sewer project for bids.

b. Discussed PPL submittal for water system and estimate. Need authorization to submit to PFA for inclusion on the PPL.

- Zachariason inquired if we approve to be on PFA, we are not committed and no cost if we withdraw. Frank agrees with Berube that we should submit. Berube verified there is no cost if submission is withdrawn.

**M/S/CU:** Beaudine/Anderson to approve submission to PFA of the PPL for water system.

**7. Charlie Ramstad, City Attorney, Patrick Bakken**

a. WiFly Water Tower Lease is complete, if approved, need signatures and to be notarized.

**M/S/CU:** Anderson/ Beaudine to approve the WiFly Water Tower Lease.

b. March 20th is penciled for meeting between WiFly, AT&T, KLM and City. Topic of discussion will be- “whose equipment is going where”. Zachariason states AT&T will pay for KLM to be present, because that is stated in their contract. The engineer needs to be present if construction decisions are decided. Meeting will not take place if KLM is not going to be there.

c. Frank informed council that AT&T pays utility bill, but WiFly does not. Frank has discussed with WiFly that we will monitor cost and set a flat rate. Both parties agreed.

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

b. Pool Manager: Jennifer Burnside has accepted to return as the Pool Manager.

a. Zachariason would like J. Burnside to contact all old employees to see if they are planning on returning for the season.

**M/S/CU:** Anderson/Nelson to approve Jennifer Burnside as Pool Manager.

c. Pay Equity Compliance is submitted every three years to the State of Minnesota. Neuner has filled in the information, needs to be approved to submit.

**M/S/CU:** Anderson/Nelson to approve submitting Pay Equity Compliance to the State of MN.

G. NEW BUSINESS

a. Zachariason stated the sign of Raider Road is up and working.

H. OLD BUSINESS

I. OTHER BUSINESS

J. ANNOUNCEMENTS

a. Fire Bug services will be here April 4th to service the Fire Hall and City Buildings. It will be open to the public 10-2. Beaudine said the gauge is bad with the kitchen fire extinguisher.

K. ADJOURNMENT

**M/S/CU:** Beaudine/Anderson to adjourn meeting at 8:08 PM.