ORDER

1. Meeting called to order by Mayor Keith Zachariason at 7:02 PM at the Lake Park City Center.

Mayor Zachariason asked all managers and contracted staff for written reports, unless they felt it was necessary to be present at the meeting. It is important to follow the Governor’s guidelines and practice social distancing. Council and staff that are present are 6 feet distanced.

A. ROLL CALL

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

2. Members Absent: None

3. Staff: Lonnie Neuner, Sarah Mikkelsen

4. Contracted Services: None

5. Media: None

6. Guests: None

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE

D. CONSENT AGENDA

1. Minutes of 3-9-20 Regular Meeting

2. Minutes of 3-12-20 Special Meeting

3. Bills

4. Council Reports

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

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

E. ADDITIONAL BILLS

a. Beaudine asked about voting expenses. Neuner explained expenses were for judges and election training.

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

STAFF REPORT

1. **Moore Engineering, City Engineer**
   1. Sanitary Sewer Improvements Preliminary Schedule. Plans have been uploaded for bidding. Bids will close on April 23, 2020 at 11:30 am.
   2. Water System Items was submitted to be placed on the PPL on April 2, 2020.
2. **Dave Coufal, Fire Chief**
   1. 2 calls for service: 1 fire alarm (cancelled) and 1 car accident
   2. No FD meetings in April due to COVID-19.
   3. Fire hall was sanitized and is continuously being sanitized. Authorized personnel only in fire hall.
   4. Tanker 1: lights are installed and water level gauges installed.
   5. Bids for 95 Chevy and 93 Freightliner. Coufal recommends high bid of $6,363.00 for 95 Chevy and high bid of $5,025.00 on 93 Freightliner.

Discussion: Zachariason: If obligations are not met then onto next bidder. There was a tie bid for 93 Freightliner, both high bidders were contacted and submitted another bid. Highest bid was $5,025. Winning bidders have been contacted and are expected to pay and pickup up vehicles in 10 days.

**M/S/CU:** Anderson/Beaudine to approve high bid of $6,363.00 on the 95 Chevy, if obligations are not met then onto next bidder.

**M/S/CU:** Nelson/Thoemke to approve high bid of $5,025 on the 93 Freightliner, if obligations are not met then onto next bidder.

1. **Brenda Seley, Nutrition Coordinator**
   1. COVID updates
      1. No dine in available, City Center closed.
      2. Meals on Wheels (MOW) and pick-up: supplying 25-30 meals daily.
      3. All MOW meals are packaged in throw away foil containers, it had been reusable plastic prior to COVID.
      4. Offered meals to Audubon residents, Audubon supplies driver, no one is utilizing service at this time.
      5. A few regular pickup MOW recipients are ordering meals for neighbors and delivering to them.
   2. Updates: Utility crew painted kitchen ceiling and removed office flooring. Furnace leak caused flooring to warp and mold overtime. New flooring will be installed, looking into options.
   3. New idea: What are council thoughts on offering City employees $5 lunches? Discussion on prices and ages. Council Consensus: it is not necessary.
2. **Carly Olson, Liquor Store Manager** 
   1. Liquor Store employees have been keeping busy remodeling in the bar as we are shut down. They have been painting and cleaning. They are putting in a new bar top the old one was here since 1969. The old bar was very damaged underneath and they have been wanting to replace it for a few years and figured now is the time to do this. They also have expanded our food in the last couple years so we are revamping our kitchen area with more coolers and freezers to make it more efficient. When our projects our complete it will be so much more efficient to work in when our bar reopens.
3. **Brady Burnside, Police Chief**
   1. Park Closing: Governor Walz’s declarations have left it open to cities and counties to make that choice for themselves but allowing city parks to remain open seems to defy the purpose of social distancing. Burnside’s recommendation is to close the city park until social distancing guidelines are softened.

Council discussion.

**M/S/CU:** Thoemke/Beaudine to approve closing of City Park and will be revisited at the next meeting, May 11th.

* 1. Yard Mitigation/Abatement: Burnside will mailing out letter to city residents identified as violating the city’s ordinances against excessive unregistered vehicles and general clutter. There will be a few difficult properties that will take some effort, but Burnside anticipates most will make a good faith effort to come into compliance.
  2. COVID-19: Burnside receives regular briefings from a variety of governmental entities. The PD remains well equipped with PPEs and have identifiable avenues for more equipment if it becomes necessary. One new change to the virus response is 1st responders will now be informed when a person has tested positive for the virus within their jurisdictions, including patient name and address.

1. **Todd Frank, Utility & Public Works Superintendent**
   1. The City of Lake Park and Audubon have received a tarring trailer from Becker County. This trailer allows us to buy cold patch in bulk from Becker County and to heat it up before applying it. This will substantially cut down on our road patch budget. The trailer was free.
2. **Charlie Ramstad, City Attorney**
   1. Primary activity over the past month has been in dealing with Water Tower leases to AT&T and WiFly internet services. Conference on April 3rd, 2020 to get all parties on the same page with regard to the additional and new modifications that need to be made to the carousel on the Tower and adjustment to the locations of the various equipment that each tenant has on that carousel. WiFly will cooperate to get it done but will be compensated by AT&T to accomplish those actions and AT&T will coordinate with KLM for those actions.
3. **Lonnie Neuner, City Clerk-Treasurer** 
   1. Review of Trial Balance  
      Discussion and explanation on Mattson Farm’s bill for $3,835.04, work was completed by the transformer area.

G. NEW BUSINESS

a. EDA was approached to fund and help advertise a community event during COVID. A Scavenger Hunt was drafted and presented. There are 10 different locations and activities with each locations, pictures will be taken at each location and submitted to [smikkelens@lakeparkmn.com](mailto:smikkelens@lakeparkmn.com). All participants that complete each location, with action will be entered in to a random drawing. The project is asking for $250 to be used for gift certificates and Lake Park Bucks for local businesses.

**M/S/CU:** Beaudine/ Thoemke to approve $300 for prizes for the Scavenger Hunt.

H. OLD BUSINESS

I. OTHER BUSINESS

J. ANNOUNCEMENTS

Zachariason: COVID package discussed. No action taken.

Zachariason: Would like to recognize and thank Guyo Thorson for his kindness. He gave each FD member and PD personnel a personalized mug with their logo and name. They were given in appreciation for everything that the FD and PD do in the community, they mugs were very appreciated by both departments. His website is: <https://www.gclaserllc.com/>

K. ADJOURNMENT

**M/S/CU:** Nelson/Anderson to adjourn meeting at 7:48 PM.