CALL TO ORDER

1. Meeting called to order by Mayor Keith Zachariason at 7:00 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: Jon Anderson, John Beaudine, Keith Zachariason, Jon Nelson, John Thoemke

2. Members Absent: None

3. Staff: Todd Frank, Lonnie Neuner, Sarah Mikkelsen

4. Contracted Services: Tyson Hajicek

5. Media: None

6. Guests: None

B. ADDITIONS AND/OR REMOVALS

1. Resolution 20-501

2. Proclamation

C. PUBLIC FORUM & CORRESPONDENCE

D. CONSENT AGENDA

1. Minutes of 4-13-20 Regular Meeting

2. Minutes of 4-28-20 Special Meeting

3. Bills

4. Council Reports

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

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

E. ADDITIONAL BILLS

1. Karen Anderson $400- LPFD Grant

2. Cenex - $1,082.33

3. Card Member Services - $3,876.94

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

\*Beaudine – Abstained

F. STAFF REPORT

**1. Moore Engineering, City Engineer Tyson Hajicek (present)**

a. Received one bid from Sellin Brothers in Hawley for the Sanitary Improvement Plan. Recommendation to reject bid due to over budget.

**M/S/CU:** Anderson/ Nelson to reject Sanitary Improvement plan bid from Sellin Brothers due to over bid.

b. Hajicek suggests reopen with different plan sheets. Redo spec sheets for bidding and hire work for open cut/televising for some sections that are unknown for extent of repair/damage. Updated Sanitary Improvement Plan will be submitted for June meeting for bid approval.

\*\*Council Consensus – Hire contractors for televising/chain knocking for less than $10,000.

**2. Todd Frank, Utility & Public Works Superintendent (present)**

1. Frank would like to sell the 1980 Dodge and 1987 Ford on sealed bids. Post on City website and facebook pages. No minimum and sealed bids due by 4:00 pm on June 8th. Frank will get more vehicle information to Mikkelsen for bid posting.

\*\*Council Consensus to advertise 1980 Dodge and 1987 Ford for sealed bids with no minimum.

**3. Dave Coufal, Fire Chief (report)**

1. 3 calls for service: 2 grass fires, 1 alarm call

2. Coufal would like additional bill added for grant writing (earlier approved)

3. Thank you to John Thoemke for spraying the doors at the fire station for bugs.

4. The swivel chute and extension to finalize Tanker 1 are in and at Med Pac getting power coated. The cost for the part if coming from Great Plains Fire is $2,605.41. Coufal recommends to use the Truck Funds to finish this project.

**M/S/CU:** Nelson/Thoemke to approve up to $2,700 to pay Great Plains for truck part.

**4. Brenda Seley, Nutrition Coordinator (report)**

1. Curbside and home delivered meals continue to be successful. Serving 25-30 meals daily.

2. Submitted a Thank You story to the Lake Country Connection May edition to thank all the volunteer drivers.

3. Seley is looking into options or sub when she is on vacation or funeral leave. Her current sub prefers one day not extended days in a row.

**5. Carly Olson, Liquor Store Manager (report)**

1. Olson reports Liquor Store crew has been busy remodeling and project is projected cost is $55,000-$66,000. To date they have spent $32,041.58 but have not ordered and paid for all items needed. Zachariason and Thoemke commented the remodel is looking great.

2. MN Unemployment Insurance-Shared Work- Olson shared other bars and municipals in the area are taking part in the Shared Work Program. Olson feels it would save the Liquor Store payroll expenses. It doesn’t cost the business any money to participate in the program. With only our off sale open and remodeling is nearing the end, there isn’t a lot of work for employees like there has been in the past.

Zachariason: may need special meeting to approve, would like more time to read over handout. Council read through handout.

Beaudine: Full time staff, Manager and Assistant Manager, should not file for UI, should be for part timers only. Full time hours have not been cut. Due to off sale closing, the part time have been affected with less hours in the evening.

Zachariason: He would like to hear the next Government plan announced in a few days and then we may move forward with UI.

**6. Jennifer Burnside, Pool Manager (report)**

1. Zachariason has been in contact with J. Burnside in regards to opening pool. Burnside has been in contact with other local pools and the concerns they have with closing and opening and the regulations that may need to implement. Zachariason stated we will wait for governor’s direction and recommendations for the safety of the community for the park and pool.

**7. Charlie Ramstad, City Attorney (report)**

1. Ramstad reported some miscellaneous consultation by e-mail with Neuner and Mikkelsen, and the usual processing of traffic and other criminal violations, there has been no significant activity over the past month.

**8. Lonnie Neuner, City Clerk-Treasurer (present)**   
1. Review of Trial Balance

2. Health Insurance

a. Review of Blue Cross Blue Shield increase for health insurance. Increase is 0.92% for June 2020-2021. Next major insurance provider (Medica) would be 2.5% increase. Council had no discussion or concerns with premium increase.

3. Resolution 20-501: John Beaudine Construction can supply the desired good and services and the City will be purchases the desired labor.

**M/S/RC:** Anderson/Thoemke to approve payment to John Beaudine Construction can supply the desired good and services and the City will be purchases the desired labor.

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

\*\*Beaudine abstained.

G. NEW BUSINESS

1. Proclamation – Zachariason signed Proclamation for May 24th, 2020 as Lake Park Audubon Senior Class Day. A 3 foot x 20 foot banner will be purchased and displayed on railroad bridge in honor of the graduation class.

H. OLD BUSINESS

1. Zachariason updated council that email was received from railroad in regards to area by American Legion. RR will be proceeding in abandoning tracks.

2. Zachariason shared the Sunset Addition was on the EDA agenda. Ordinances should be enforced. Zachariason will talk with Burnside about ordinances for cars/atv’s/junk in yards.

1. OTHER BUSINESS
2. Jon Nelson announced he will be resigning next month due to moving out of town. He has enjoyed his time on the board. Zachariason said you’ve done a great job.

J. ANNOUNCEMENTS

K. ADJOURNMENT

**M/S/CU:** Beaudine/Thoemke to adjourn at 8:18 pm.