CALL TO ORDER

1. Meeting called to order by Mayor Keith Zachariason at 7:03 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.

1. ROLL CALL

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

2. Members Absent: None

3. Staff: Lonnie Neuner, Sarah Mikkelsen, Dave Coufal, Chris Bromeling

4. Contracted Services: Patrick Bakken, Tyson Hajicek

5. Media: None

6. Guests: None

1. OATH OF OFFICE: Neuner administered oath of office to Aaron Wittrock.

C. ADDITIONS AND/OR REMOVALS

D. PUBLIC FORUM & CORRESPONDENCE

E. CONSENT AGENDA

1. Minutes of 7-13-20 Regular Meeting

2. Bills

3. Council Reports

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

**Roll Call:** Thoemke – Aye; Zachariason – Aye; Beaudine – Aye; Anderson – Aye; Wittrock– Aye

F. ADDITIONAL BILLS

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

* 1. Zachariason asked what was general in the credit card bill. Mikkelsen stated it is the new COVID expense code.

G. STAFF REPORT

**1. Moore Engineering, City Engineer - Tyson Hajicek**

a. Sewer Relining: Veit has completed jetting the sewers. Hajicek recommends advertising for bids for Sewer Relining Project. The project will start this fall and be completed in spring. Bids will be due the second week of September and preseented September 14th.

**2. Dave Coufal, Fire Chief**

a. 4 fire calls: 2 cancelled, 1 life flight, 1 fire alarm

b. FYI: in the process of switching to wideband for pagers, no expense to LPFD.

c. Is the COVID Policy part of our handbook? Council says no, because it is hopefully a scenario that will pass.

d. Coufal thanked Neuner for monthly financial reports.

e. Held the last fireman’s meeting outside, first time in history.

f. Coufal recommended the Lake Park Fire Relief Retirement increase to $1,800 per person per year.

**M/S/CU:** Thoemke/Wittrock to approve Lake Park Fire Relief Retirement to $1,800 per person per year.

\*Abstain: Zachariason, Anderson, Beaudine

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

**4. Carly Olson, Liquor Store Manager**-report

a. Olson reports the off sale has been very busy and on sale is slower. They have decided to cancel our customer appreciation in August due to not being able to have bands.

**5. Brady Burnside, Police Chief**-absent

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

a. Zachariason reported that the water tower has been cleaned and it may need to be painted in the near future.

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

a. Zachariason stated that the Asplin property is complete.

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

b. 2019 Audit

a. Audit letter and information received because there is no special meeting due to COVID. Discussion on audit. Discussion on Fire Department deficit.

**M/S/CU:** Anderson/Thoemke to approve S10 Business Park and Sunset Addition balances transfer to EDA expenditures.

1. 2020 Budget Revisions
   1. Neuner contacted departments heads to discuss budgets.

**M/S/CU:** Anderson/Wittrock to approve 2020 Budget.

1. Investment Policy: policy of the government of the City of Lake Park to diversity its investment portfolios.

a. Council discussion. Zachariason recommends quarterly report (section 10) from clerk’s office, not semiannual.

**M/S/CU:** Wittrock/Thoemke to approve Investment Policy with change in section 10 to have quarterly report not semiannual.

1. Capitalization Policy: defines dollar thresholds and descriptions for categories of capital assets for all Department of the City.

**M/S/CU:** Anderson/Beaudine to approve Capitalization Policy.

1. Covid 19 Preparedness Policy
   1. Neuner suggested updating COVID policy to follow CDC guidelines on returning to work after recovery. Council discussion on updating policy.

**M/S/CU:** Beaudine/Thoemke to update City of Lake Park COVID Policy to follow CDC guidelines on returning to work after recovery.

H. NEW BUSINESS

1. City Center: will remain closed to public.

2. CARES Act Funding

a. Beaudine presented a COVID expenditure for the utility department. Council discussion. More information requested from Frank on fogger unit and side by side.

b. Zachariason suggested $30,000 to EDA for business grants. Council discussion.

**Council Consensus:** $20,000 to EDA for business grants.

I. OLD BUSINESS

J. OTHER BUSINESS

K. ANNOUNCEMENTS

a. Softball Tournament August 15th with Community Wide Rummage Sales.

L. ADJOURNMENT

**M/S/CU:** Anderson/Beaudine to adjourn at 8:21 pm.