CALL TO ORDER

1. Meeting called to order by Mayor John Beaudine at 7:00 PM at the Lake Park City Center.

A. ROLL CALL

1. Members Present: John Beaudine, Jenna Seley, John Thoemke, Aaron Wittrock

2. Members Absent: Jon Anderson

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

4. Contracted Services: Charlie Ramstad, Tyson Hajicek

5. Media:

6. Guests: Keith Zachariason, Nicole Mattson, Jason Mattson, Dale Hogie, Cheryl Hogie, Chrissy Clapsaddle, Heather Ware Nelson, Susan Gunwall, Caroll Clark

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE

1. Cheryl & Dale Hogie were present to express their concerns about the street condition on Hawley and 4th Street and what are the future plans of maintenance and/or fixing. Hogie’s also questioned the units of water usage on their utility bill because it seems to be higher than what they would use. Discussion. Frank offered to recheck and verify water usage. Frank offered to install a new water meter. Frank will gather information and contact Hogies. Hogie’s would like a permanent fix on the condition of the street as it is past patching. Discussion. Beaudine explained many streets need maintenance and we are currently in Phase 3 of sewer relining and some streets will have maintenance at that time. After the completion of Phase 3, council will be visiting the topic of street maintenance. Frank will access Hawley and 4th to see what can be done.

2. Occutest – Susan Gunwall & Heather Ware Nelson presented the management of occupational health needs for the city. They offer: Drug Testing (Urine Collection) DOT and Non-DOT, Employer Drug & Alcohol Policy, Annual Consortium. They are based out of Detroit Lakes.

3. Nicole and Jason Mattson – Lakes Accounting: Mattson proposed start new lease June 1st through December 31st  and start a yearly lease January 1st, rent $450, increasing $25 per year and Lakes Accounting paying taxes. Mattson’s feel they are not responsible for 2nd half taxes because it was not in signed lease agreement. Discussion.

**M/S/CU:** Wittrock/Thoemke to approve paying second half of taxes for Lakes Accounting and next lease will be June 1st- December 31, 2021 and January 1st, 2022 lease will state tenant is responsible for taxes.

4. Chrissy Clapsaddle: Clapsaddle expressed that she shared state guidelines with the City office in regards to opening the City Center for rentals. She would like to rent it for graduation in May. Discussion. Council would like a check list created for city cleaner. Recommendation for City Center to reopen April 23rd.

**M/S/CU:** Wittrock/Thoemke to approve reopening City Center April 23rd with a check list for city cleaner.

D. CONSENT AGENDA

1. Minutes of 3-8-21 Regular Meeting

2. Bills

3. Council Reports

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

**Roll Call:** Beaudine – Aye; Thoemke – Aye; Wittrock – Aye; Seley – Aye

E. ADDITIONAL BILLS

**M/S/CU:** Wittrock/Thoemke to approve additional bills in the amount of $50,285.74.

F. STAFF REPORT

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

a. Phase 3 of Sewer Relining will begin April 25th. They will be working on 1st and 5th street. Project completion date is approximately end of June 2021.

**2. Dave Coufal, Fire Chief and Chris Bromeling, Fire Assistant Chief**

a. 3 false alarms at bank, 1 grass fire, 1 structure fire

b. Lake Park Township has approved new contract for fire coverage.

c. State Fire Marshall will be meeting with Captains and Officers on April 26th.

d. Coufal has recommended termination of a probationary fire member to be effective immediately.

**M/S/CU:** Thoemke/ Wittrock to approve recommendation of terminating a probationary fire member, effective immediately.

1. **Brenda Seley, Nutrition Coordinator**

a. nm Board of Aging has not reopened indoor dining for Senior Nutrition. The Board will be meeting at the end of April to re-evaluate.

**4. Carly Olson, Municipal Liquor Manager**

a. Things have been going good.

b. Britney Ronning has resigned.

c. New applicant is Heather Guy-Spickard, Olson recommends hiring Guy-Spickard, grade 1, step 5, effective today.

**M/S/CU:** Thoemke/ Wittrock to approve Liquor Store applicant Heather Guy-Spickard at grade 1, step 5.

**5. Brady Burnside, Police Chief**

a. Squad car is fixed and insurance reimbursement check has been received.

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

a. Arvig is currently in town, Midco will be starting in mid-June.

b. Seasonal Mower/Parks Worker

1. Frank recommends changing step and grade pay rate for seasonal mower/parks worker to grade 3, step 4.

**M/S/CU:** Thoemke/ Wittrock to approve pay rate change to grade 3, step 4 for seasonal mower/parks worker.

**7. Charlie Ramstad, City Attorney**

a. Ramstad has been preparing franchise ordinances and summaries.

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

1. Coufal said the Revenues for Fire Department should be $64,000 not $6,400.

**M/S/CU:** Thoemke/Seley to approve trial balance with correction of Fire Department Revenue to $64,000.

b. Fund Deficits

\*\*Council tables. Beaudine would like 5 years of audit copies to council members.

G. NEW BUSINESS

1. City Center

a. Opening on April 23rd. Discussion. A refrigerator will not be purchased for the City Center. Contact Health Department about Foot Care. Kitchen is closed for rentals. Johnson Lock and Key will be contacted to update kitchen door/lock. Checklist needed for cleaner. $50 fee will remain the same for rentals.

2. Records Destruction

a. Mikkelsen stated there are records that need to be destroyed.

\*\*Tabled-Council would like to review list of records.

1. Transient Merchant Licenses Ordinance
2. Mikkelsen stated Crooked Halo and The Red Poppy Greenhouse would like ordinance reviewed for food trucks. Discussion. No changes.

H. OLD BUSINESS

1. Pool: Mikkelsen stated there has been no applicants at this time. Frank stated they will be attending class to be licensed for the pool in May. He is concerned with the condition of the pool as it will need repairs due to the aging, built in 1977. Currently they repair, but things need replacing. Thoemke asked Frank to get a quote on updating/fixing the pool.

I. OTHER BUSINESS

J. ANNOUNCEMENTS

1. April 26th, 1:00 PM Board of Appeals Special Meeting

K. ADJOURNMENT

**M/S/CU:** Thoemke/Wittrock to adjourn meeting at 8:52 PM.