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, John Thoemke, Jon Anderson, Aaron Wittrock, Jenna Seley

2. Members Absent:

3. Staff: Todd Frank, Brady Burnside, Lonnie Neuner, Dave Coufal, Chris Bromeling, Sarah Mikkelsen, Brenda Seley, Carla Nelson, Mark Palm, Jack Kirkwood

4. Contracted Services: Charlie Ramstad, Tyson Hajicek

5. Media: None

6. Guests: Nicole Mattson, Jason Mattson

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE

D. CONSENT AGENDA

1. Minutes of 11-8-21 Regular Meeting

2. Minutes of 12-6-21 Special Meeting

3. Bills

a. Wittrock asked why Smokin’ Amp and South 10 Investments are voided to zero. Neuner stated that South 10 Investments was a check in error and should be Southern Exposures and Smokin’ Amp was voided and reissued on separate checks.

4. Council Reports

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

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

E. ADDITIONAL BILLS

**M/S/CU:** Wittrock/Anderson to approve additional bills totaling $6,739.29.

F. STAFF REPORT

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

a. Update on sewer project, hopefully project will be completed soon.

b. Discussion on meters and water treatment plant. The water treatment plant is 27 years old and is in need of major updates and/or upgrades. Hajicek shared details on PFA timeline for water treatment plant loan. Tyson recommends doing it sooner than later. Frank also agrees that we need to move forward on updating before we have issues.

**\*\*\*Council Consensus to move forward with water treatment plant plan.**

c. Beaudine asks if road inventory is complete. Tyson said yes, but they are working on an estimate.

1. **Dave Coufal, Fire Chief**
   1. 3 calls
   2. Discussion on changing locks on fire hall doors. Looking into two options for keyless entry.

**\*\*\*Tabled**

* 1. Coufal attended Fire Chief Boot Camp and learned a lot and is signed up for two more.
  2. One new applicant: Nick Owens. Coufal recommends Nick Owens as a probationary Fire Department member, pending background check by Burnside.

**M/S/CU:** Thoemke/Wittrock to approve the Nick Owens as a probationary Fire Department member, pending background check by Chief Burnside.

* 1. Elections: Palm and Kirkwood presented these recommendations for the following positions for a one year term.
     1. Training Officer – Andy Endres

**M/S/CU:** Wittrock/Thoemke to approve recommendation for Andy Endres for Fire Department Training Officer. \*\*Beaudine/Anderson abstain.

* + 1. Secretary – Brian Kunz

**M/S/CU:** Wittrock/Thoemke to approve recommendation for Brian Kunz for Fire Department Secretary. \*\*Beaudine/Anderson abstain.

* + 1. Assistant Chief – Chris Bromeling

**M/S/CU:** Wittrock/Thoemke to approve recommendation for Chris Bromeling for Fire Department Assistant Chief. \*\*Beaudine/Anderson abstain.

* + 1. Chief – Dave Coufal

**M/S/CU:** Wittrock/Thoemke to approve recommendation for Dave Coufal for Fire Department Chief. \*\*Beaudine/Anderson abstain.

* 1. Coufal recommends and appointed Adam Welter, Mark Palm, Jon Anderson, Jordan Jones for 2022 Captains.
  2. Coufal is requesting a check for turnout gear in the amount of $6,424.00 to Clary’s Safety Equipment.

**M/S/CU:** Wittrock/Seley to approve check to Clary’s Safety Equipment in the amount of $6,424.00.

1. **Brenda Seley, Nutrition Coordinator**
   1. Numbers are up , five new Meals on Wheels.
   2. Congregate meals are down.
   3. All driving positions are filled, but always willing to have subs.
   4. Found different disposable to go containers that cost less.
   5. Parking –could we have a designated spot for pickup and deliveries? Discussion. Beaudine will look into signs for the designated area.

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

a. J.Seley said that Olson wanted her to announce that inventory is January 1st at 8 am.

1. **Brady Burnside, Police Chief**
   1. Burnside recommends Chad Peterson part time status to full time, Grade 8, Step 8, starting December 16th, 2021.

**M/S/CU:** Thoemke/Anderson to approve Chad Peterson part time status to full time, Grade 8, Step 8, starting December 16th, 2021.

* 1. No quotes on security cameras, still working on getting the 3rd quote.

1. **Todd Frank, Utility & Public Works Superintendent** 
   1. Skid steer has arrived.
   2. Utility application discussion. Received applicants but will keep open until filled for larger pool of applicants.
2. **Charlie Ramstad, City Attorney** 
   1. Consulting with Fire Department on issues.
   2. Working on ads that need to be published.

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

b. 2021 Revised Budget: Anderson questioned Budget Expenditures for Fire Pension Fund. Neuner said it was EDA funds transferred to EDA.

**M/S/CU:** Anderson/Thoemke to approve 2021 Revised Budget.

* 1. 2022 Budget: Discussion

**M/S/CU:** Thoemke/Wittrock to approve 2022 Budget.

* 1. Neuner asked Council about a Ramstad bill and how they would like it coded: Fire Department or Council. Discussion.

**M/S/CU:** Anderson/Thoemke to approve bill coded to Council expenses not fire department.

**9.** **Dave Coufal, Fire Chief**

a. Discussion on Fire Department payroll and budget.

**M/S/CU:** Wittrock/Thoemke to approve all fireman will be volunteer and paid a nominal fee, effective January 1st, 2022. Nominal fees will be: $2 per meeting, $2 per training, $10.00 per fire call. Payment will be annually in December. Payment will be made to any individual if/when there is a separation from fire department. A consent form will be signed by all firemen agreeing to these rules.

b. Additional funds transfer for fireman hours. Discussion.

**M/S/CU:** Wittrock/Thoemke to approve transferring of funds from the General Fund to Fire Department. Funds will be approximately $17,000-$18,000 and will be determined after further research into fireman hours.

c. FD Rules & Regulations and Standards: Coufal would like Council to review packets. Council needs to adopt after reviewing. Rules and Regulations were approved by Council on March 11, 2019. Standards need to be approved.

**\*\*\*Tabled**

1. Donations: Coufal stated donations to Fire Department need to be accepted and approved by council.

**M/S/CU:** Wittrock/Thoemke to approve four donations presented by Coufal.

\*Beaudine would like Neuner to add EDA on the agenda for the liaison to share EDA updates.

G. NEW BUSINESS

1. Lakes Accounting Lease

a. Mattson’s would like to add Jason to the lease.

b. Questions and discussion on property taxes.

**M/S/CU:** Thoemke/Wittrock to approve adding Jason Mattson to Lakes Accounting Lease.

2. Cost of Living – Midwest Regional CPI, 7.3%

**M/S/CU:** Anderson/Thoemke to approve Cost of Living 7.3% increase as of January 1, 2022.

1. Levy Certification – 8%

**M/S/CU:** Wittrock/Anderson to approve 8% Levy increase for 2022.

1. Business, Liquor & Tobacco Licenses

**M/S/CU:** Wittrock/Thoemke to approve tobacco 2022 business licenses with background approval for: Dollar General, Lake Park Liquors, Casey’s General Store

**M/S/CU:** Anderson/Seley to approve alcohol 2022 business licenses with background approval for: American Legion, Casey’s General Store

5. FD/LS Lease Agreement FD/LS Lease Agreement

**M/S/CU:** Thoemke/Wittrock to approve FD/LS Gaming Lease Agreement for 2022.

1. Midnite Riders Gaming Permit

**M/S/CU:** Thoemke/Wittrock to approve Midnite Riders 2022 Gaming Permit.

H. OLD BUSINESS

a. Locks for Fire Department: Discussion on keyless entry options.

**M/S/C:** Anderson/Thoemke to approve updating fire hall doors with keyless entry with electronic pushbutton with each unit costing $1,290.60.

**Ney**-Thoemke

I. OTHER BUSINESS

J. ANNOUNCEMENTS

Liquor Store inventory is January 1st at 8 am.

K. ADJOURNMENT

**M/S/CU:** Anderson/Thoemke to adjourn meeting at 9:15 pm.