CALL TO ORDER

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

A. ROLL CALL

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

2. Members Absent:

3. Staff: Chris Bromeling, Brady Burnside, Dave Coufal, Todd Frank, Sarah Mikkelsen, Lonnie Neuner

4. Contracted Services: Charlie Ramstad, Dylan Ramstad Skoyles, Tyson Hajicek

5. Media:

6. Guests: Britney Ronning, Jon Lowry, Kayla Mayer, Dave Neisen, Dan Walvantne, Brian Kounovsky

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE

1. Turnkey Development

a. Discussion on plat plans and variances. Would like a new hearing to discuss new plat.

**M/S/CU:** Wittrock/Thoemke to deny old plat application and set hearing for January 9th.

1. Dave Neisen – Rezoning
   1. Neisen discussed the potential of buying Tools and More. Broadway will start manufacturing in this location but they need rezoning or conditional use permit.

**M/S/CU:** Wittrock/Anderson to approve hearing for Broadway Welding for conditional use permit.

1. Epic Companies – TIF 1-3 Amendment, Resolution 22-1204
   1. Discussion on amending TIF 1-3. Ramstad is in approval of granting amendment to TIF as it fits the plan.

**M/S/CU:** Anderson/Wittrock to approve Resolution 22-1204.

**M/S/CU:** Anderson/Thoemke to approve hearing for Epic Companies for January 9th.

* 1. Demolition of old high school started today, demolition will be depending on weather.

D. CONSENT AGENDA

1. Minutes of 11-14-22 Regular Meeting

2. Minutes of 11-23-22 Special Meeting

3. Minutes of 12-5-22 Special Meeting

4. Bills

5. Council/EDA Reports

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

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

E. ADDITIONAL BILLS

**M/S/CU:** Anderson/Thoemke to approve the additional bills totaling $17,170.56.

F. STAFF REPORT

**1. Moore Engineering, City Engineer**

a. Hajicek recapped the information about the Street Repair Recommendation Report. The hope to execute will be fall of 2024. Funding options are being reviewed.

**2. Dave Coufal, Fire Chief**

a. 5 fire calls

b. Ryan Bendickson asked for a leave of absence from 6/1/22 – 10/20/22.

**M/S/CU:** Wittrock/Thoemke to approve Ryan Bendickson’s leave of absence 6/1/22 – 10/20/22.

* 1. Donation check for $1,499.99 for saw from Fire Relief.

**M/S/CU:** Wittrock/Thoemke to approve donation check in the amount of $1,499.99 from Fire Relief.

* 1. Coufal would like to be notified of meetings with Broadway Welding for safety and fire hazards.
  2. Selection Results (Palm & Kirkwood are ill or would present results)
     1. Chief – Dave Coufal
     2. Assistant Chief – Chris Bromeling
     3. Secretary – Brian Kunz
     4. Training Officer – Josh Tretbar

**M/S/CU:** Seley/Wittrock to approve recommendations by Coufal due to Palm and Kirkwood’s absence, the following positions: Chief – Dave Coufal, Assistant Chief – Chris Bromeling, Secretary – Brian Kunz, Training Officer – Josh Tretbar.

* 1. Coufal recommends Adam Welter, Mark Palm, Jon Anderson, Jordan Jones for 2023 Captains.

**M/S/CU:** Wittrock/Seley to approve 2023 Captain recommendations by Coufal: Adam Welter, Mark Palm, Jon Anderson, Jordan Jones.

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

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

a. Inventory - January 2nd at 8:00 am.

**5. Brady Burnside, Police Chief**

a. New squad is here, but needs to be striped.

b. Radio Grant – probably not granted.

c. Mid States doesn’t know when the radio will arrive.

d. Lake Park resident would like a jake brake ordinance on 2nd street. Discussion. Burnside will research ordinances and get back to council.

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

a. Working on Christmas lights.

b. Repairing street light from car accident on hwy 10.

c. Filling ice rink.

d. Attending pool certification training in January.

e. Fees need to be updated. Will review and bring updates to January meeting.

**7. Ramstad, City Attorney**

a. Reminder on procedure if loss revenue at the Liquor Store.

b. THC Ordinance – D. Ramstad is researching the topic.

c. C.Ramstad will be attending the Barnesville council meeting the same night as this council, D.Ramstad will be attending our council moving forward.

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

b. 2022 Revised Budget: Discussion.

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

c. 2023 Budget: Discussion.

**M/S/CU:** Anderson/Thoemke to approve 2023 Budget.

d. 2023 Tax Levy: Discussion. Reviewed Budgets.

**M/S/CU:** Anderson/Wittrock to approve 2023 Tax Levy.

e. Truth and Taxation Meeting: Neuner contacted the county in regards to Mattson’s tax concerns. County will contact Mattson.

G. NEW BUSINESS

1. Lakes Accounting Lease: Discussion.

**M/S/CU:** Beaudine/Anderson to approve 2023 Lakes Accounting Lease.

2. Resolution 22-1201 - Polling Place

**M/S/CU:** Wittrock/Thoemke to approve Resolution 22-1201 - Polling Place.

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

1. Resolution 22-1202 – Electric Rate

**M/S/CU:** Anderson/Wittrock to approve Resolution 22-1202 – Electric Rate.

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

1. Resolution 22-1203 – Water Rate

**M/S/CU:** Wittrock/Seley to approve Resolution 22-1203 – Water Rate.

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

1. FD/LS Lease Agreement: Discussion. Increased rent from 10% to 15%.

**M/S/CU:** Anderson/Thoemke to approve FD/LS Lease Agreement with increase to 15%.

1. State Bank of Lake Park signatures
   1. Sarah A. Mikkelsen needs to be added as signor to all accounts at the State Bank of Lake Park as of 12/1/2022 and Lonnie Neuner removed as of 12/31/22. Accounts numbers: 20618, 29612, 65621, 64848. Certificate of Deposits are: 11946, 13194, 14141. Remove Rebecca Mitchell on account 43588 and add Sarah A. Mikkelsen. Remove Lonnie Neuner from Safe Box 117 and add Sarah A. Mikkelsen.

**M/S/CU:** Wittrock/Thoemke to approve State Bank of Lake Park accounts be updated as stated.

7. Cost of Living Increase

**\*\*Tabled**

1. Liquor & Tobacco Licenses

**M/S/CU:** Anderson/Seley to approve 2023 tobacco and liquor licenses for American Legion, Dollar General, Casey’s, Lake Park Liquors.

1. Administrative Assistant position
   1. Advertise position, filled until closed and would like grant writing skills added to description, job is grade 5.

**\*\*Council Consensus to advertise position**

1. Capital Financial Planning Model: Jason Murray of David Drown emailed an outline of the concept of a CFP. It is a peer group comparison, along with financial forecasting. Cost is approximately $5,200.

**\*\*Council Consensus to move forward with CFP with Jason Murry.**

H. OLD BUSINESS

1. Emergency Operations Plan: updates are needed due to employee changes

**\*\*Tabled**

2. THC Ordinance: Discussion. Ramstad stated that municipals cannot sell it. Will continue researching.

**\*\*Tabled**

I. OTHER BUSINESS

1. Coufal stated Bendickson did not complete his training in probationary period. Coufal is recommending to extend probationary period through 2023.

**M/S/CU:** Anderson/Thoemke to approve extending probationary period through 2023 for Ryan Bendickson.

2. Coufal would like townships contacted by City office for January 18th meeting.

J. ANNOUNCEMENTS

1. Anderson said thank you to Seley and Thoemke for timed served on council and we appreciated you being on council. Anderson also, welcomed Mikkelsen to her new position and thank you to Neuner and a job well done. Coufal thanks C.Ramstad for his services to the city.

K. ADJOURNMENT

**M/S/CU:** Anderson/Wittrock to adjourn meeting at 8:33 pm.