CALL TO ORDER

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

A. ROLL CALL

1. Members Present: Dan Aune, John Warling, Keith Zachariason, Jon Anderson, Kelly Stark

2. Members Absent:

3. Staff: Brady Burnside, Dave Coufal, James Endersby, Todd Frank, James Endersby, Carly Olson, Brady Burnside, Lonnie Neuner, Sarah Mikkelsen

4. Contracted Services: Charlie Ramstad

5. Media: None

6. Guests: John Raknerud, Alice Raknerud, Jacob Krogen

B. ADDITIONS AND/OR REMOVALS

1. Aune has information on funding to share, will be discussed D. Consent Agenda, Council Reports #4.

C. PUBLIC HEARING – ORDINANCE SETBACKS

1. Hearing was opened for comments or questions. No comments or questions. Hearing closed. Setbacks will be discussed G. New Business #9.

D. CONSENT AGENDA

1. Minutes of 12-11-17 Regular Meeting

a. Zachariason stated missed spelling of Coufal on last page.

2. Minutes of 12-19-17 Special Meeting

3. Bills

a. Aune inquired about Alert Team donation. Neuner said it is last donation in the 3 year agreement. Alert will send new donation request letter.

4. Council Reports

a. Aune handed out information about “how we fund our salaries”.

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

**Roll Call:** Warling – Aye; Zachariason – Aye; Aune – Aye; Anderson – Aye; Stark-Aye

E. ADDITIONAL BILLS

**M/S/CU:** Anderson/Aune to approve the additional bills totaling $161,628.93.

F. STAFF REPORT

1. Moore Engineering, City Engineer

a. Hanson was present to answer any questions from council on upcoming projects.

2. Dave Coufal, Fire Chief

a. One call-car accident

b. Training-house burn south on #5, planning another house burn in spring.

c. Purchased a few pieces of turnout gear to replace aging gear. Working on an AFG grant for more gear, thermo camera, washer and full set of extrication tools.

d. Old Timers Run-Fire Department will help with traffic control.

e. Coufal asked if information could be sent to residents about clearing the snow in 3’x3’ area around the fire hydrant. Yes, it will be added in the next utility bill or utility flyer. Frank also commented that he would like to add in information about keeping meters clear of snow.

f. Coufal stated the Fire Protection increased 1%.

a. Resolution 18-101 – Riceville Township Fire Protection

**M/S/CU:** Aune/Anderson to approve Resolution 18-101 – Riceville Township Fire Protection.

**Roll Call:** Warling – Aye; Zachariason – Aye; Aune – Aye; Anderson – Aye; Stark-Aye

b. Resolution 18-102 – Cormorant Township Fire Protection

**M/S/CU:** Anderson/Warling to approve Resolution 18-102 – Cormorant Township Fire Protection.

**Roll Call:** Warling – Aye; Zachariason – Aye; Aune – Aye; Anderson – Aye; Stark-Aye

c. Resolution 18-103 – Cuba Township Fire Protection

**M/S/CU:** Anderson/Aune to approve Resolution 18-103 – Cuba Township Fire Protection.

**Roll Call:** Warling – Aye; Zachariason – Aye; Aune – Aye; Anderson – Aye; Stark-Aye

d. Resolution 18-104 – Hamden Township Fire Protection

**M/S/CU:** Warling/Stark to approve Resolution 18-104 – Hamden Township Fire Protection.

**Roll Call:** Warling – Aye; Zachariason – Aye; Aune – Aye; Anderson – Aye; Stark-Aye

e. Resolution 18-105 – Lake Park Township Fire Protection

**M/S/CU:** Anderson/Warling to approve Resolution 18-105 – Lake Park Township Fire Protection.

**Roll Call:** Warling – Aye; Zachariason – Aye; Aune – Aye; Anderson – Aye; Stark-Aye

**\*\*\* Hearing \*\*\***

Zachariason: opened the Jacob Krogen Hearing at 7:43 PM and informed Krogen he can choose an open or closed public hearing.

Krogen: stated open hearing.

Coufal: Had given the recommendation of termination for Jacob Krogen due to tardiness, no training and more than 3 unexcused absences.

Krogen: Stated he was thankful for the opportunity to speak to Council and Fire Chief Coufal. Krogen is requesting a 2nd chance to be a member of the Fire Department and shared his reasons why he was tardy and absent.

Council: Board asked questions to Krogen and Coufal.

**\*\*\*Hearing closed at 7:50 PM\*\*\***

Coufal: Recommendation is to reinstate Jacob Krogen as a new member of the Fire Department as of 01/08/2017.

**M/S/CU:** Aune/Anderson to approve Jacob Krogen as a new member of the Fire Department as of 01/08/2017.

3. Brenda Seley, Nutrition Coordinator-absent

4. Carly Olson, Municipal Liquor Manager

a. Old Timers Run will be on February 3, 2018

b. Aune shared improvements at Liquor Store for 2017.

5. Brady Burnside, Police Chief

a. There will be a mock crash before Prom. It has been a few years since the last mock crash.

6. Todd Frank, Utility & Public Works Superintendent

a. Fledt will be coming this week to work on demolishing the NP Building.

b. Frank has been working on year end reports.

7. Charlie Ramstad, City Attorney

a. Cell Tower Lease on hold.

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

- Zachariason wants Neuner to discuss with Auditors how to transfer funds from reserve.

-Aune: Discussed operating income and Village Square.

G. NEW BUSINESS

1. Job Descriptions

a. Zachariason and Warling will review changes and meet with Neuner with recommendations.

2. Designation of Meeting Date & Time – 2nd Monday of each month at 7:00 PM

**M/S/CU:** Warling/Anderson to approve designation of meeting date and time - 2nd Monday of each month at 7:00 PM.

3. Labor & Equipment Fees

**M/S/CU:** Anderson/Aune to approve Labor & Equipment fees.

4. Liaisons

**M/S/CU:** Warling/Aune to approve liaisons for City of Lake Park.

5. Official Wages & Rates

**M/S/CU:** Anderson/Stark to approve official wages & rates.

6. Resolution 18-106 – City Depository & Newspaper

**M/S/CU:** Aune/Warling to approve Resolution 18-106- City Depository & Newspaper.

7. Resolution 18-107 – Fire Department Premise Permit

**M/S/CU:** Anderson/Warling to approve – Fire Department Premise Permit.

8. Mileage Reimbursement - $.545/mile

**M/S/CU:** Anderson/Aune to approve Mileage Reimbursement - $.545/mile.

9. Set Back Ordinances

**M/S/CU:** Anderson/Warling to approve Set Back Ordinances.

H. OLD BUSINESS

I. OTHER BUSINESS

J. ANNOUNCMENTS

Anderson: Boy Scouts Derby & Pancake Feed is January 20th, 2018 at 8:00 at the Lake Park American Legion.

K. ADJOURNMENT

**M/S/CU:** Warling/Anderson to adjourn meeting at 8:21 PM.