CALL TO ORDER

1. Meeting called to order by Mayor Keith Zachariason at 7:14 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: None

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

4. Contracted Services: Charlie Ramstad, Liza Donabauer, Tyson Hajicek

5. Media: None

6. Guests: Sheri Kaiser, Alice Raknerud, John Raknerud, Jennifer Marchand

B. ADDITIONS AND/OR REMOVALS

C. PUBLIC FORUM & CORRESPONDENCE

1. Wellhead Protection Plan – Jeni Marchand, MN Dept. of Health

a. Marchand discussed information about the Wellhead Protection Plan. The report presents delineations of the wellhead protection and drinking water supply management area and vulnerability assessments for the public water supply wells. City of Lake Park is in phase 2 of 3.

2. Bob Bristlin- Lake Park Development, LLC –absent, but attended the EDA meeting

a. Subdivision Application

b. TIF Amendments

3. Guy Fisher – Community Homeownership Impact Fund - absent, but attended the EDA meeting

D. CONSENT AGENDA

1. Minutes of 4-9-18 Regular Meeting

2. Minutes of 4-18-18 Special Meeting

3. Bills

4. Council Reports

**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:** Aune/Anderson to approve the additional bills totaling $17,002.15.

F. STAFF REPORT

**1. Moore Engineering, City Engineer**

Tyson Hajicek recommends to apply for the Intended Use Plan for Clean Water Fund. Application is due June 1st, 2018. Moore will draft the letter.

**M/S/CU:** Warling/Stark to approve applying for the Intended Use Plan for Clean Water Fund.

**2. Dave Coufal, Fire Chief**

a. 8 fire calls

b. Old Tanker sold for $10,000

c. Pump #2 had issues, but has been fixed

d. Boy Scouts, Explorer Program needs to be researched with the League of MN Cities

e. FEMA-still waiting to hear from them on funding

f. DNR Grant was submitted for $10,000 for equipment

g. UTV grant from TEAM, Inc was received

h. LPA HS Industrial Class is making a banner to advertise Volunteer Fireman needed

i. Coufal stated Krogen is no longer a member of the LPFD, a certified letter will be sent to him with dates of termination and appeal process.

j. By-Laws of the Relief Association was accepted and passed at the last Relief meeting

**M/S/CU:** Warling/Aune to approve the Lake Park Relief Association By-Laws effective 5-14-18.

Abstain: Anderson/Zachariason

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

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

a. Updating the ice freezer, it will be located outside and not inside

b. Golf Tourney is June 16th, proceeds will be donated to the LPFD

**5. Brady Burnside, Police Chief**

a. Memorandum of Understanding is the record management system for all law enforcement purposes in Becker County.

-Aune left the meeting

**M/S/CU:** Anderson/Kelly to approve the Memorandum of Understanding.

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

a. Replaced well 4 pipe and a valve

-Aune return to meeting

b. Pool annual work and maintenance has begun, will be painting pool as well

c. Seal coating needed on 3rd Street and Raider Road, Becker County will be doing the work.

d. Liquor Store parking lot:

1. Received quotes from Westlund Excavating and Olson Construction to do tiling and class 5.

**M/S/CU:** Anderson/Warling to approve Westlund’s quote of $22,846.00 for the Liquor Store parking lot.

2. Frank recommended Driveway Services in Detroit Lakes for the asphalt for the Liquor Store Lot. The quote is $50,750.

**M/S/CU:** Anderson/Aune to approve Driveway Services quote of $50,750 for the Liquor Store parking lot.

**7. Charlie Ramstad, City Attorney**

a. No response from AT&T Lease

b. Review TIF and Memorandum

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

b. Pool Employees

1. Neuner reported that three candidates were interviewed by himself and Stark. Jennifer Burnside was offered the position and offer was accepted.

2. Neuner presented a list of possible employees that may be hired by J. Burnside.

**M/S/CU:** Stark/Anderson to approve list of possible pool employees for 2018 season.

c. Tobacco License – Dollar General

**M/S/CU:** Warling/Aune to approve Tobacco License for Dollar General.

G. NEW BUSINESS

1. Ordinance 2018-02 – Fire Dept. Charges

**M/S/CU:** Warling/Aune to approve Ordinance 2018-02 establishing fees for emergency protections fire services for property within the City.

2. Pay Study

a. Special meeting will be held on May 30th, 2018 at 7:00 pm at City Center to discuss Pay Study.

3. Resolution 18-501 – Subdivision Request

**M/S/CU:** Anderson/Aune to approve Resolution 18-501-Subdivision Request at 420 Lake Street.

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

4. Fee Waiver

a. Anne Braseth requested a fee waiver for LPA ECFE for the annual picnic on May 17th, 2018 at the City Park.

**M/S/CU:** Anderson/Aune to approve fee waiver for the LPA ECFE at the City Park.

H. OLD BUSINESS - none

I. OTHER BUSINESS - none

J. ANNOUNCEMENTS

1. Aune inquired about the audit. Zachariason said he would rather have a special meeting to discuss audit.

K. ADJOURNMENT

**M/S/CU:** Stark/Warling to adjourn meeting at 8:25 PM.