CALL TO ORDER

1. Meeting called to order by Mayor Keith Zachariason at 7:01 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, Dan Hanson

5. Media: None

6. Guests: Sheri Kaiser, Alice Raknerud, John Raknerud, Bob Bristlin, Wint Johnson, Meagan Hoyes and Fred Hoyes

B. ADDITIONS AND/OR REMOVALS

1. Kelly Stark announced she is resigning from City Council, effective tonight.

C. PUBLIC FORUM & CORRESPONDENCE

1. Meagan from Lake Agassiz Library, Lake Park Link shared we are the leading number of circulation in the links. The Lake Park link site will be switching office spaces with Lake Park Police Station for more space. The exchange will be the end of the June. She will also deliver to homebound in city limits.

2. Bob Bristlin and Wint Johnson would like to extend the dates in their TIF’s for the Housing and School District.

**M/S/CU:** Anderson/Aune to approve Housing District TIF Agreement 1-2: extend the date for commencing construction by two years, December 31, 2019 but leave the date for substantial completion at December 31, 2022.

**M/S/CU:** Anderson/Warling to approve Housing District TIF Agreement 1-3 (old high school project): extend the date for obtaining the zoning permit by two years, December 11, 2019, commencing construction to December 31, 2019 but leave the date for substantial completion at December 31, 2022.

D. CONSENT AGENDA

1. Minutes of 5-14-18 Regular Meeting

a. Aune: change ice machine to ice freezer on Liquor Store Report, line F-A.

2. Minutes of 5-30-18 Special Meeting

3. Bills

a. Zachariason: What is the bill from Eide Bailey? Neuner: Current auditors asked for additional information from them.

4. Council Reports

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

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

E. ADDITIONAL BILLS

a. Neuner added three additional bills that are not on printed list of additional bills.

1. Gateway to the Lakes - $975.00 – advertising

2. Bobcat - $13,990.64 – purchase of UTV

3. Environmental Laboratories - $16.00 – water testing

**M/S/CU:** Warling/Stark to approve the additional bills.

F. STAFF REPORT

**1. Moore Engineering, City Engineer**

a. Dan Hanson: Submitted an IEP on Waste Water Project for the City. He also discussed the priority list of jobs.

**2. Dave Coufal, Fire Chief**

a. 6 calls

b. DNR & FEMA: no updates

c. Insurance Service Organization: New rating has decreased from a 6/9 to a 5Y/5Y. This is an improvement on the rating for the fire insurance premium.

d. TEAM Grant: $16,647.92 received for UTV. BTD Grant: received $500.

e. Working on funding for tracks for UTV.

f. Lake Park High School Industrial class made a banner advertising volunteer fireman needed. It will be hung on the front of the City Center.

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

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

a. Off Sales are picking up.

b. Golf Tourney has a full roster.

c. Parking lot will be starting in the middle of June.

**5. Brady Burnside, Police Chief**

a. Investigated a complaint about gray water discharge from camper in backyard. There is no evidence of discharge. They are remodeling the camper.

b. Burnside will be inspecting parked cars on properties who are in violation of our ordinances and will be sending letters.

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

a. Patch work on roads will begin.

b. Westlund will start in the middle of June on Liquor Store parking lot.

c. Plans and specs should be ready in about a week for substation.

d. Pool is open and doing well with chemical balances.

**7. Charlie Ramstad, City Attorney**

a. No update on AT&T lease and they cannot change item locations on water tower.

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

b. Audit is almost complete and will have a special meeting to discuss finalized audit.

G. NEW BUSINESS

1. Clinic Rear Door: Essentia would like to look in to cost of rear clinic door. More details in future.

2. Energy Assistance Agreement

**M/S/CU:** Warling/Aune to approve Energy Assistance Agreement.

3. Step & Grade Scale

Warling: Are we compliant with the state?

Neuner: We report every three years to the state, last report was February of 2017.

Aune: Would like Neuner to contact neighboring cities and do a comparison study on benefit package.

**M/S/CU:** Anderson/Warling to approve revised Step & Grade 10 year plan with cost of living on January 1, 2019.

**M/S/CU:** Anderson/Warling to approve all Step & Grades with favorable review at the December Council Meeting.

4. Health Insurance

Zachariason: Would like to annually review health insurance package by mid-May of each year.

8:10 pm Kelly Stark left meeting.

**M/S/CU:** Anderson/Warling: To approve City will take care of up to $14,000 for the employee’s health insurance, anything left after that can be applied towards family coverage at the prorated rate of years of service.

H. OLD BUSINESS

I. OTHER BUSINESS

J. ANNOUNCEMENTS

K. ADJOURNMENT

**M/S/CU:** Anderson/Aune to adjourn meeting at 8:36 PM.