

DETROIT LAKES CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, AUGUST 8, 2016

The items on my desk as of **Wednesday, August 3, 2016**, to be presented for discussion and action at the regular meeting of the City Council on Monday, August 8, 2016, at 5:00 PM in the Council Chambers of the City Administration Building, are as follows:

1. Pledge of Allegiance

- 2.** Approval of the minutes of the Regular City Council Meeting held [July 12, 2016](#) and the Special City Council Meeting held [July 26, 2016](#) copies of which are enclosed herewith

3. Consent Agenda

All items with an asterisk (**) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the general order of business and considered separately in its normal sequence on the agenda

4. Public Hearings/Comments and Information

- A.** Public Commendation for Officers Josie Johnson, Brent Fulton, Randy Haken and St. Mary's/Essentia EMS
- B.** 81st Northwest Water Carnival Co-Admirals Chris & Ali Larson with the Jaycees would like to appear before the Council
- C.** Lauri Brooke with the Ojibwe Forests Rally, would like to appear before the Council to give an update and answer any questions about the Rally that will take place on August 26, 2016
- D.** Mark & Sue Knutson with Fargo Marathon, Inc. would like to appear before the Council to give an update and answer any questions about the Dick Beardsley Run that will take place on September 10, 2016
- E.** Public Hearing to give consideration to the granting of Off-Sale 3.2 liquor license, BD's Gas & Grub, LLC at 444 Morrow Ave, Detroit Lakes, MN 56501, for the period of September 1, 2016 through December 31, 2016.
- 1)** Approval to granting an off-sale 3.2 liquor license to BD's Gas & Grub, LLC
- F.** Public Hearing to receive public comments on the matter of the proposed sanitary sewer and watermain extension projects from the intersection of Randolph Road/Kris Street to Fortune Avenue

- 1) Consideration to a [resolution](#) accepting an amended preliminary engineering report, authorizing the improvements and preparation of plans and specifications of sanitary sewer and watermain improvements from the intersection of Randolph Road/Kris Street to Fortune Avenue
 - G. Public Hearing to receive public comments on the annexation of a 2.5 tract of land at 16267 Highland Drive (Robert & Joyce Spilman) and the zoning of the lot to “R-3” Multi-Family Residential
 - 1) Consideration to the first reading of [Ordinance 399](#) annexing 2.5 acre tract of land at 16267 Highland Drive
 - H. Public Hearing to receive public comments on vacating a portion of Longview Lane in Section 32, Township 139N, Range 41W of the 5th Principal Meridian
 - 1) Consideration to a [resolution](#) approving vacating a portion of Longview Lane in Section 32, Township 139N, Range 41W of the 5th Principal Meridian
 - I. Public Hearing to receive public comments on the [nuisance](#) at 1002 Summit Avenue (Scott Olds)
 - 1) Consideration to the issuance of an abatement of the nuisance at 1002 Summit Avenue
- 5. Community Development Committee** (*Imholte, Boeke, Wenner, Sukke, Zeman / Meets on August 4, 2016 at 4:30 PM)
- A. Consideration to a variance request to allow 25.68 impervious surface coverage and 5-foot side yard setback to add a second story addition to a home at 1074 West Lake Drive (Char McKenzie)
 - B. Consideration to [resolution](#) approving the variance request to allow a 91 foot setback from the Ordinary High Water Mark for construction of a deck at 953 Lakewood Drive (Thomas & Kari Tschider)
 - C. Consideration to [resolution](#) approving the preliminary plat of Ulrich Bayview at 14232 260th Avenue (Bleachers)
 - D. Consideration to [resolution](#) denying the preliminary plat and the rezoning from “R-A” Residential Agricultural to “R-3” Multi-Family Residence District for 16239 Highland Drive
 - E. Consideration to first reading of [Ordinance 400](#) amending the Zoning Ordinance and opting out of the requirements of Minnesota Statute, Section 462.3593 (Temporary Family Health Care Dwellings)

- F. Consideration to first reading of [Ordinance 401](#) amending the Administrative Code relative to reasonable accommodations associated with the Fair Housing Act and American with Disabilities Act
 - G. Consideration to [resolution](#) approving the final plat of Oaks on Munson (Dave Hiltner)
 - H. Consideration to the approval of the revised [site plan](#) for construction of a home at 500 South Shore Drive (Dan & Paul Friesen)
 - I. **Acceptance of the Monthly Nuisance [Report](#)
 - J. **35 Applications for [building permits](#) have been received in the estimated construction value of \$4,106,384.00 for July 2016
 - K. **Variance/Conditional Use Permit Status [Report](#)
6. **Public Works Committee** (*Zeman, Imholte, Schurman, Waller / Meets on Monday, August 8, 2016, at 1:30 PM) *Note Date & Time Change*
- A. Consideration to soliciting request for proposal (RFP) for architectural services for the new Public Works building
 - B. Consideration to a [resolution](#) authorizing the City to complete a joint funding application with the Pelican River Watershed District (PRWD) to Minnesota Board of Soil and Water Resources for stormwater collection and treatment improvements to a portion of West Lake Drive, South Shore Drive, and the old industrial park softball fields
 - C. City Engineer's Monthly Project Status [Report](#)
 - D. **Consideration to the request submitted by the Detroit Lakes Jaycees to fence off an area on the park side of the Pavilion, 1361 Washington Ave relative to the Firemen's Dance on August 12, 2016
 - E. **Consideration to the request submitted by [Holy Rosary Church](#) to hold the Holy Rosary "Hog Heaven" Community Festival on Sunday, August 21, 2016
 - F. **Consideration to the request submitted by [Becker County Museum](#) to hold a "Block Party" at The Brew Ales & Eats and extend the outdoor fenced area onto a portion of the Sidewalk, Saturday, September 3, 2016
 - G. **Consideration to the request submitted by [Roosevelt Chapter](#) Antique Motorcycle Club of America to hold the "Roosevelt National Road Run" on Tuesday, September 6, 2016

- H. **Consideration to the request submitted by [Darvin Jahnke](#) to hold “Sleds in the Park” on Saturday, September 24, 2016
 - I. **Acceptance of the Monthly Animal Control [Report](#)
7. **Finance Committee** (*Marks Erickson, Zeman, Sukke, Wenner / Meets on August 8, 2016, at 3:30 PM) *Note Date Change*
- A. Consideration to the first reading of [Ordinance 402](#) amending the City Code to increase the salary for the Mayor and City Council Members
 - B. Consideration to approving the [Cooperative Agreement](#) with Becker County to develop and implement recreational and facility improvements at Detroit Mountain Recreation Area and Mountain View Recreation Area. The term of this agreement shall be for 20 years.
 - 1) Consideration to a [resolution](#) authorizing the application of Joint Legacy Grant Funding for the Detroit Mountain Recreation Area (City of Detroit Lakes) and Mountain View Recreation Area (Becker County) ([Memo](#))
 - C. **Consideration to approving the final payment to [Sellin Brothers, Inc.](#) in the amount of \$18,496.92 for the Washington Avenue Reconstruction project
 - D. **Authorization for Finance Officer Pamela Slifka to attend the Minnesota Government Finance Officers Association 2016 Annual Conference on September 28-30, 2016 in Alexandria, MN
 - E. **Acceptance of the [Trial Balance](#)
 - F. **Approval of payment of claims
 - G. **For Information Only: The 2017 minimum level of financial support to be provided for operating expenses for public library services is \$168,202
8. **Public Safety Committee** (*Waller, Boeke, Schiller, Wenner, Zeman / Meets on August 8, 2016, at 3:00 PM) *Note Date & Time Change*
- A. Approval to the request to petition West Central Minnesota Drug Task Force for acceptance back into the [WCMDTF](#) and removal from the Lakes to River Drug and Violent Crimes Task Force
 - B. Consideration to a [resolution](#) authorizing the Detroit Lakes Police Department to apply for a Bicycle Grant through Partnership for Health
 - C. **Authorization to trade two (2) decommissioned squad cars and one (1) vehicle obtained through forfeiture and purchase one unmarked squad car ([Memo](#))

- D. **Acceptance of the Police Chief's Monthly [Report](#)
- E. **Acceptance of the Fire Chief's Monthly [Report](#)
- F. **Acceptance of parking violations report showing that parking violations amounted to \$70 for July 2016
- G. **The City has received \$5837.07 that was collected by Becker County Court Administrator for June 2016 fines

9. Liquor/Gambling Control Committee (*Wenner, Marks Erickson, Schiller, Schurman / Meets on August 8, 2016, at 4:30 PM) *Note Date Change*

- A. Consideration to the [request](#) from the Detroit Lakes Youth Soccer Program for a cash donation (2015 - \$0, 2014 – \$250 Public Utilities)
- B. **Approval of the issuance of a temporary on-sale intoxicating liquor license for Bleachers Bar & Grill to sell and serve on-sale intoxicating liquor at the Pavilion for the Country Club 100 Year Celebration on July 28, 2016, pursuant to their application and fee
- C. **Approval of the issuance of a temporary on-sale intoxicating liquor license for the Detroit Lakes Jaycees to sell and serve on-sale intoxicating liquor at the Pavilion, 1361 Washington Ave relative to the Firemen's Dance on August 12, 2016, pursuant to their application and fee
- D. **Approval of the issuance of a temporary on-sale 3.2 liquor license for the Detroit Lakes Jaycees to sell and serve beer in the parking lot of Lakeside Tavern, 200 West Lake Drive, relative to Ribfest on August 27, 2016, pursuant to their application and fee
- E. **Approval of the gambling application submitted by Marshmallow Foundation to hold a raffle at Zorbaz, 402 West Lake Avenue on August 26, 2016
- F. **Liquor Store Manager's [Report](#)

10. Public Utilities Commission (*Buboltz, Imholte, Nansen, Sinclair, Tucker / Meets on August 9, 2016, at 7:30 AM)

- A. Consideration to a [resolution](#) authorizing the Point Source Grant Application to the Minnesota PFA ([Memo](#))
- B. [MBR Pre-Bid](#) review and recommendations

11. City Administration Items

12. Mayor's Agenda Items

- A. Special Council Meeting will be on Tuesday, [August 23, 2016](#) at 5:00 PM
- B. The Mayor will need to appoint a Council Member to the Becker County Canvassing Board for the Primary Election and General Elections which will be held August 9, 2016 and November 8, 2016, respectively (Cannot be a candidate on the ballot. The tentative date for the Primary Canvassing is scheduled for Thursday, August 11, 2016 at 2:00 PM at Becker County Courthouse)
- C. The term of Marny Dreyer on the Library Board will expire on August 31, 2016. Ms. Dreyer has moved out of the area and is not eligible to be reappointed.
- D. The term of Jeff Swanson on the Police Civil Service Commission will expire on September 30, 2016. Mr. Swanson has served one term and is eligible to be reappointed.
- E. The term of Matt Hedstrom on the HRA Board will expire on October 5, 2016. Mr. Hedstrom has served four 5-year terms. There is no term limit and is eligible to be reappointed.

13. Items Not on the Agenda

- A. City Administrator
- B. Citizens
- C. Council Members

14. Information and Announcements

- A. Pelican River Watershed District [50th Anniversary](#) Open House is Wednesday, August 10th from 4:00 PM to 7:00 PM (Program at 5:30 PM) at the Pavilion
- B. [Detroit Lakes Community Social](#) is Thursday, August 25th from 6:00 PM to 8:00 PM at the Holiday Inn (Social Hour at 5:00 PM). This event is hosted by the Detroit Lakes Regional Chamber.
- C. The 2017 Budget Committee Meetings are *tentatively* scheduled for 7:00AM on August 11, 16, 18, 23, 25 (And August 31 & September 6 if needed)
- D. Joint Governance 2016 Meeting Schedule
October 4, 2016 – Becker County
- E. The following positions will be up for re-election at the November 2016 election. The Candidate filing period is August 2-16, 2016.
 - 1) Mayor Brenk- (term four years)
 - 2) Alderman Zeman (WARD 1)- (term four years)
 - 3) Alderman Marks Erickson (WARD 2)- (term four years)

- 4) Alderman Schurman (WARD 2)- completion of the term (two years)
- 5) Alderman Boeke (WARD 3)- completion of the term (two years)
- 6) Alderman Waller (WARD 3)- (term four years)
- 7) Alderman Imholte (AT LARGE)- (term four years)

Sincerely,

/s/ **KELCEY KLEMM**

Kelcey Klemm

City Administrator

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Enclosures