

Detroit Lakes, Minnesota
January 13, 2015

The regular meeting of the City Council was called to order in the Council Chambers of the City Administration Building at 5:00 P.M., January 13, 2015; all members of the City Council having been notified of the meeting and the business to be transacted.

Present: Mayor Matt Brenk; City Administrator Robert Louiseau; City Clerk Glori French; Police Chief Tim Eggebraaten; City Attorney Charles Ramstad; City Engineer Jon Pratt; Community Development Director Larry Remmen; Public Works Director Brad Green; Finance Officer Pamela Slifka; Building Official Dave Neisen; Public Utilities Supervisor Amy Olson; and Liquor Store Manager Randy Buhr;

Aldermen: Aune, Imholte, Marks Erickson, Schiller, Schurman, Sukke, Waller, and Zeman

Absent: Wenner

There being no corrections to the minutes of the City Council Meeting held on November 12, 2014 and December 9, 2014 Mayor Brenk declared the minutes would stand approved according to copies sent to each member of the Council.

Mayor Brenk stated for the record at the end of the meeting a motion from the council will be requested to close the meeting and remove to the committee room on the basis of the attorney-client privilege as set forth in Minn. Stat 13D.05 Subd. 3 (b) and Minn. Stat. 595.02 (b) in order for the council to meet with its attorney Jason Kuboushek by phone conference and with City Attorney Charles Ramstad in closed session for a status update and to discuss strategy regarding the City's position in pending litigation by Gregory Holmes and Janet Holmes against the City. The Mayor noted the Council should be advised of the strengths and weaknesses of the various choices available to the City in the litigation and that in order to implement strategy the City and its attorney need absolute confidentiality with regard to those choices, making it necessary to close the meeting.

Upon the recommendations of the Community Development Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, introducing for its second reading and adoption of Ordinance 384 amending Section 24 of the Zoning Ordinance relative to the definitions, limitations and duration of a static display duration for electronic changeable copy or graphic display sign, changing the 15 minute hold time to a 7 seconds hold time on the sign.

Pursuant to the recommendations of the Community Development Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried,

without a dissenting vote, introducing for its second reading and adoption of Ordinance 385 rezoning 551 11th Avenue SE from “R-2” one and two family residence district, to “B-2” general business district to allow the construction of a year-round child care center.

A motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, accepting the 2014 Community Development Directors Annual Report and the 2014 Ten-Year Building Report from Building Official Dave Neisen.

Pursuant to the recommendation of the Community Development Committee, a motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, that the building permits for the month of December, 2014, in the estimated construction value of \$201,011.00 to be issued pursuant to their applications accompanied by the required City fees and State surcharges, the issuance of such permits having been recommended by the Building Official and approved by the Community Development Committee.

Upon the recommendations of the Public Works Committee, a resolution was introduced by Alderman Zeman, who moved its adoption, setting February 10, 2015 as a hearing date for the reconstruction of Peter Street and Fortune Avenue. The motion for the adoption of the resolution was seconded by Alderman Zeman and carried without a dissenting vote. The Mayor declared Resolution 0113 adopted.

Upon the recommendations of the Public Works Committee, a motion was made by Alderman Zeman, seconded by Alderman Aune and carried without a dissenting vote approving the request made by the DLCCC to conduct the Tough Laker event on Sunday, June 28, 2015 at the City Park/Beach.

Upon the recommendations of the Public Works Committee, a motion was made by Alderman Zeman, seconded by Alderman Waller and carried without a dissenting vote authoring the issuance of a permit to have more than two animals at 1313 Lake Avenue, three dogs will be allowed.

Upon the recommendations of the Public Works Committee, a resolution was introduced by Alderman Zeman, who moved its adoption, approving plans and specifications and ordering advertisement for bids for the Washington Avenue Construction Project from Highway 10 to Willow Street. The motion for the adoption of the resolution was seconded by Alderman Sukke and carried without a dissenting vote. The Mayor declared Resolution 0113A adopted.

A motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, accepting the 2014 Annual Animal Control Report.

Public Works Director Brad Green gave a recap of the Pavilion rental history over the past four years. Green noted the Pavilion is reserved well in advance and rented on all weekends throughout the rental season. Green advised the Council the Pavilion is

breaking even and conversations have taken place regarding increasing the rental rate and increasing the rental calendar schedule. A motion was made by Alderman Zeman, seconded by Alderman Aune and carried, without a dissenting vote, accepting the 2014 Annual Public Works Director Report.

City Engineer Jon Pratt gave a project status report on various projects throughout the City. A motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, approving the report.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson, seconded by Alderman Sukke and carried without a dissenting vote authorizing a purchase of a Document Imaging System to be used by all City Departments. Alderman Marks Erickson noted this is a budgeted item and the Document Imaging Committee will bring back to the Council the final vendor recommendation.

Pursuant to a request for insurance agent services the following quotes were received for an Insurance Agent for the purpose of the City's participation in the League of Minnesota Cities Insurance Trust for a three year period, 2015-2017.

Markuson Baer Insurance	211 West Holmes Detroit Lakes MN	\$3,100 annually
Schiller Insurance	817 Washington Avenue Detroit Lakes MN	\$4,500 annually
Bremer Insurance	115 Holmes Street East Detroit Lakes MN	\$5000 annually

Alderman Sukke removed herself from discussions and voting on accepting the quote for an insurance agent. A motion was made by Alderman Marks Erickson, seconded by Alderman Zeman, and carried without a dissenting vote, accepting the lowest quote from Markuson Baer Insurance for an insurance agent for the purpose of the City's participation in the League of Minnesota Cities Insurance Trust for a three year period 2015-2017.

A motion was made by Alderman Sukke and seconded by Alderman Waller, and carried without a dissenting vote authorizing up to two members of the City Attorney's office to attend the Annual Minnesota City Attorneys Educational Conference on February 6-7, 2015 in Bloomington, MN.

A motion was made by Alderman Sukke, seconded by Alderman Waller and carried without a dissenting vote that the trial balance, submitted by Finance Officer Pamela Slifka, showing a balance in the City treasury to be in the amount of \$9,436,681.00 as of December 31, 2014, be accepted, approved and placed on file.

Pursuant to the recommendations of the Finance Committee, a resolution was introduced by Alderman Sukke, who moved its adoption, approving the payment of claims paid by proper authorization covering the period December 10, 2014 through January 12, 2015 in the amount of \$8,345,119.92 the motion for the adoption of the resolution was seconded by Alderman Waller and carried without a dissenting vote. The Mayor declared Resolution 0113B adopted.

City Administrator Bob Louiseau advised the Council a license is required to have live and/or recorded music at public facilities (Arena and Liquor Store) provided by BMI. A motion was made by Alderman Sukke and seconded by Alderman Waller, and carried without a dissenting vote authorizing entering into a Music License Agreement with BMI 10 Music Square E., Nashville, TN for one year.

Pursuant to the recommendations of the Public Safety Committee, a motion was made by Alderman Waller, seconded by Alderman Zeman and carried, without a dissenting vote, to approve the application for a Fireworks display during the Polar Fest event on February 14, 2015.

A motion was made by Alderman Marks Erickson, seconded by Alderman Aune, and carried, without a dissenting vote, authorizing City Council members to attend the 2015 leadership conferences offered by the League of Minnesota Cities.

Upon the recommendation of the Finance Committee a motion was made by Alderman Waller, seconded by Alderman Zeman and carried, without a dissenting vote, authorizing the purchase of 14 ARMER radios for the Detroit Lakes Fire Department approximate cost of \$35,000.00. The purchase will be funded through an inner fund loan. City Administrator Bob Louiseau noted Becker County has purchased the Fire Department 10 radios and a Grant has been applied for by the Fire Department, which if approved will reimburse the City for this radio purchase.

A motion was made by Alderman Aune, seconded by Alderman Zeman and carried, without a dissenting vote, accepting the 2014 Annual Police Department Report.

Pursuant to the recommendation of the Public Safety Committee, a motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, approving the following Slate of Officers for the Detroit Lakes Volunteer Fire Department for 2015:

Chief:	3-Year Term	Scott Flynn
Assistant Chief:	2-Year Term	Todd George
Deputy Chief:	2-year Term	Ryan Swanson
Captains:	1-year Term	Mason Pender
	1-year Term	Jason Harrier
	1-year Term	John Wiedemann
	1-year Term	Mark Olsen

	1-year Term	Wade Weets
Training Officer:	1-year Term	Lee Disse
Secretary:	1-year Term	Dave Shipman
Trustee:	3-Year Term	Corey Metalak

Pursuant to the recommendations of the Liquor/Gambling committee, a motion was made by Alderman Marks Erickson, introducing for the second reading and adoption of Ordinance 386 amending Chapter 702 Liquor and Wine Licensing, Section 702.02, Subdivision 1, adding three new licenses (On Sale Brewer Taproom License), (On Sale Brew Pub Malt Liquor License) and (Off Sale Brewer Malt Liquor License) and amending Section 702.04, Subdivision 1, with the addition of three new license fees (On Sale Brewer Taproom License Fee), (On Sale Brew Pub Malt Liquor License Fee) and (Off Sale Brewer Malt Liquor License Fee). The motion was seconded by Alderman Waller and carried without a dissenting vote.

Upon recommendations of the Liquor and Gambling Control Committee, no action was taken on the request for a donation submitted by the Boys and Girls Club to cover the Pavilion Rental Fee of \$300.00 for the 19th Annual Polar Plunge Event.

Upon the recommendations of the Liquor and Gambling Control Committee, no action was taken on the request for a donation submitted by the Polar Fest Committee for the “Frozen Fireworks Display” held on February 14, 2015.

Upon the recommendation of the Liquor/Gambling Control Committee, a motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, approving the gambling application submitted by the Detroit Lakes Youth Wrestling Organization to conduct a raffle at the Holiday Inn on April 25, 2015.

Upon the recommendation of the Liquor/Gambling Control Committee, a motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, approving the gambling application submitted by the Boys and Girls Club to conduct a raffle at the Detroit Lakes Pavilion on February 14, 2015.

Pursuant to the recommendations of the Liquor/Gambling Control Committee a motion was made by Alderman Sukke, seconded by Alderman Waller approving the issuance of a License to Consume to Christopher Hass for a wedding reception held at the Pavilion and the City Beach on May 30, 2015.

A motion was made by Alderman Aune, seconded by Alderman Waller and carried, without a dissenting vote, that the Becker County Court Report of \$4,389.74 for November, Chief of Police Monthly Report, Animal Control Monthly Report, Fire Monthly Report, Liquor Store Manager’s Monthly Report, Nuisance Monthly Report and Parking Violations Monthly Report be approved and placed on file.

A motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, accepting the 2014 Annual Public Utilities Report.

A motion was made by Alderman Sukke and seconded by Alderman Waller and carried without a dissenting vote, approving the following license for 2015:

Plumbing Licenses:

Air Mechanical
Bjerde Plumbing
Campbell Plumbing, Inc.
E & H Enterprises, DbA Ellingson Plumbing
Esser Plumbing & Heating, Inc.
Glenz Plumbing, Inc.
Grant's Mechanical
Green's Plumbing & Heating, Inc.
Hank's Heating
Hanson's Plumbing Heating & Air-Conditioning
Home heating, Plumbing & Air-Conditioning
Johnson's Plumbing, LLC
Kahle Plumbing & Heating, Inc.
Laney's Mechanical, Inc.
Manning Mechanical, Inc.
Prime Plumbing & Heating, LLC
Peterson Mechanical, LLC
Randy Januszewski Plumbing, LLC
Precision Plumbing
Ripplinger Plumbing, Inc.
Sonnenberg Plumbing & Heating
T & T Plumbing & Heating, Inc.
Country Side Plumbing & Heating
PFAFF Plumbing

Pawn Broker Licenses:

E.Z. Pawn (Lakes Sport Shop)

Taxi Licenses:

Becker County Transit
Beach Rides, LLC
DL Transportation

Solid Waste Licenses:

DL Disposal
Jon & Sons Disposal Services
MinnKota Recycling Center
Metro Disposal
Waste Management

Fertilizer Licenses:

Midwest Green, Dba Pro-Lawn
Richter Services, Dba Barefoot Lawns
Peplawn

Mayor Brenk gave the State of the City Address, noting overall 2014 was an exciting and productive year in Detroit Lakes with many activities in a number of areas. The City remains financially strong with good facilities and amenities, the City is diverse and prosperous in various business segments, and have good planning and solid leadership that continues to be supported by the citizens. (Exhibit A) copy of the State of the City Address, January 13, 2015.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Imholte, seconded by Alderman Aune and carried, without a dissenting vote, appointing Kim Betcher to the Detroit Lakes Park Board Committee effective March 1, 2015; term will expire 2/28/2018.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, appointing Moriya Rufer on the Planning Commission effective January 1, 2015; term will expire on 12/31/2017.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, appointing G. L. Tucker on the Detroit Lakes Public Utilities Commission effective March 1, 2015; term will expire on 2/28/2018.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, re-appointing Lee Kessler to his third three-year term on the Detroit Lakes Planning Commission effective January 1, 2015; term will expire on 12/31/2017.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Aune, seconded by Alderman Waller and carried, without a dissenting vote, re-appointing Dan Josephson to his third three-year term on the Detroit Lakes Park Board Commission effective March 1, 2015; term will expire on 2/28/2018.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Waller, seconded by Alderman Imholte and carried, without a dissenting vote, re-appointing Marcus Lacher to his second three-year term on the Detroit Lakes Public Utilities Commission effective March 1, 2015; term will expire on 2/28/2018.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Zeman, seconded by Alderman Aune and carried, without a dissenting vote, re-appointing Larry Buboltz to his third three-year term on the Detroit Lakes Planning Commission effective March 1, 2015; term will expire on 2/28/2018.

City Administrator Bob Louiseau announced the Quarterly City/County/School and Chamber Joint Meetings will be moving to the first Tuesday of the month.

A motion was made by Alderman Imholte, seconded by Alderman Zeman and carried, without a dissenting vote, setting a public hearing for February 2, 2015 at 1025 Roosevelt Avenue, Council Chambers, to receive comments on the proposed facility plan for the Detroit Lakes Waste Water Treatment Facility.

Mayor Brenk advised the public that the Council will be going into a Closed Meeting and that the Council will return to an open session on the conclusion of the Closed Meeting.

Mayor Brenk requested a motion from the Council to close the meeting and move to the committee room. A motion was made by Alderman Zeman, seconded by Alderman Marks Erickson and carried, without a dissenting vote, to close the meeting and proceeded to the committee room.

Mayor Brenk, Council Members and City Staff returned to the Council Chambers and re-opened the meeting. There being no further business to conduct, by general consent, the Mayor adjourned the meeting 7:15 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Glori French".

Glori French
City Clerk